Staff Assembly General Meeting Agenda

August 17th, 2023 | 10-11am

Welcome and Call to Order

10:04 am (18 guests)

Board Self Introductions (2 min)

- President- Ian Cooke
- Interim Vice President- Jennifer Heinrich
- Past President- Austyn Smith Jones
- Secretary- Yazmin Colin
- Finance Officer- Molly Elazier
- Finance Officer Elect- Robert Romero
- Co-Chair for Communications- Craig Harmelin and Holly Auyeung
- Co-Chair for Programs, Events, and Outreach- Rena Schneider and Cynthia Granados

Public Comments (5 min)

- No comments at this time

Announcements (5 min)

- Affinity Group Announcements
- Transportation & Parking Services:
  - Flow bird app will be on an hourly rate and not a day rate.

Guest Speakers:

Jim Levy, UC Merced Ombuds

- Site link: https://ombuds.ucmerced.edu/
- Presentations: A safe and confidential space to talk
  - Mission:
    - Trying to build a community can be conflict intelligent through peaceful dialogue
  - Who we serve:
    - All members of the UC Merced community including:
    - Undergraduate students
    - Graduate students
    - Postdoctoral scholars and researchers
    - Staff members, including supervisors, managers and administrators
    - Faculty members, lecturers and other academic appointees
    - Parents of UC Merced students
    - Members of the public with a university-related concern
  - Operates under the Code of Ethics and Standards e International Ombuds Association (IOA) code of conduct:
    - Confidential: Is off the record and not an office of notice to the university
- Informal: Provides opportunities for informal dispute resolution
  - Does not participate in any formal processes, including lawsuits or grievances
- Impartial: Provides opportunities for informal dispute resolution
  - Does not participate in any formal processes, including lawsuits or grievances
- Independent: Independent of the university

What does OMEBUS does:
- Listens to your questions and concerns
- Maintain confidentiality
- Help identify and evaluate options
- Offer an impartial non judgmental perspective
- Facilitate difficult conversations as a neutral 3rd party
- Help determine and access UCM policies
- Make referral to appropriate resources
- Informally inquire into issues of concern, if appropriate
- Help facilitate a just resolution
- Advocate for fair processes and recommend changes in UC Merced policy, if appropriate
- Provide training for conflict management skills
- Recommend constructive change in university policies and procedures

Authority of the OMBUS:
- Contact senior officers of the University
- Gather information in the course of looking into a problem
- Mediate disputes
- Bring concerns to attn of those in authority
- Attempt to expedite administrative processes

Contact OMBUS:
- Call 209-228-4410
- Setup appts via phone, zoom, in person (SSB 213)

Annual Report (not yet finalized)
- 46% visits were staff members, this is consistent of past years
  - Themes of the visit:
    - work place dynamics,
    - 15% visitors had concerns of power dynamics in workplace.
    - 10% disability concerns
    - 11% Interpersonal conflicts
  - 45% of concerns were regarding evaluated relationships (supervisors, supervisees)
    - Topics within this area included respect and treatment, trust, supervisory treatment.
  - Peers relations:
    - Topics within this area included Respect and treatment, communication

Questions from staff:
- What is the expected turnaround time when reaching out to the office to request consultation?
  - It may vary depending on the urgency.
- How is what the Office of Ombuds does communicate to students? Asking because I had a student worker who never heard of the Office of Ombuds and what they do.
  - Communication via student orientation and student groups. Try to diversify their communication outreach. Engage in training for departments.
Staff Assembly Officer Updates and Comments

- **President’s Updates**
  - Special Election for Vice President:
  - Nomination will open at the start of September and close at the end of September.

- **Past President’s Updates**
  - More information on Emergency Fund and the Staff Assembly Scholarship Program will be out soon.

- **Vice President’s Updates**
  - Leadership Chat September 25th from 2-3pm
  - Feature Kurt Schnier: CSFO & Vice Chancellor, Finance and Administration
  - Link for Qualtrics Form to submit questions to Kurt can be filled out using the link below: [https://ucmerced.az1.qualtrics.com/jfe/form/SV_3FbEYAuJs3vtWdg](https://ucmerced.az1.qualtrics.com/jfe/form/SV_3FbEYAuJs3vtWdg)
  - Register for the leadership chat here: [https://ucmerced.zoom.us/meeting/register/tZUufuuopz4vEtZV1tZ04hD8ExjssBnmaRCi](https://ucmerced.zoom.us/meeting/register/tZUufuuopz4vEtZV1tZ04hD8ExjssBnmaRCi)

- **Secretary**

- **Finance Officers**
  - 2022-2023 Recap: These numbers have yet to be finalized.
  - Scholarship: once a year Awarded spring
    - 8 total $27000
  - Sponsorship (2 rounds)
    - Awarded 22 total $48000.
  - UC Berkely Now
    - $11000
  - Welcome Week
  - Labyrinth $800
  - Sponsorship Form: If you would like Staff Assembly to co-sponsor an event please feel free to fill out the Sponsorship Form. The form can be found here: [https://staffassembly.ucmerced.edu/form/request-co-sponsorship](https://staffassembly.ucmerced.edu/form/request-co-sponsorship)
  - Please note the event will consist of parameters that must be meet including how the event will be transformative for staff. More information can be found on the website.

- **Events Co-Chairs**
  - Upcoming Events
    - Labyrinth event
    - RSVP for the Fall Welcome on 08/22 from 11-12
      - Relax parking in Bellevue green lot
      - RSVP closes at noon today for the Fall Welcome. Please RSVP here if you will be joining us!
      - [https://ucmerced.az1.qualtrics.com/jfe/form/SV_donCsQyHdlIpZxZA](https://ucmerced.az1.qualtrics.com/jfe/form/SV_donCsQyHdlIpZxZA)
    - Pawparade at 8:30 to welcome our new bobcats.
    - Bobcat bites September 13th
    - RSVP here for September Bobcat Bites
      - [https://forms.office.com/pages/responspage.aspx?id=o-nf9HjKmEm3p-bQaS6s5hp33VEUacdElFtLd5WEKwhUQ0M2QUNIT1IGTdhTNVJRRExSTVpKURKVi4u](https://forms.office.com/pages/responspage.aspx?id=o-nf9HjKmEm3p-bQaS6s5hp33VEUacdElFtLd5WEKwhUQ0M2QUNIT1IGTdhTNVJRRExSTVpKURKVi4u)
    - Oct 11th: Pumpkin decorating contest. Prizes for different categories
    - Later this semester
      - Hot chocolate and sweets
      - Ugly Sweater contest
    - SAW: May 2024 look out for members to join the Planning Committee
      - To volunteer please fill out this form
https://staffassembly.ucmerced.edu/form/get-involved-staff-assembly

- Committees
  - Communications Co-Chairs
    - Follow us on Instagram: [UCM_Staff Assembly](https://www.instagram.com/ucm_staffassembly/)
  - Adjourn 10:43am