Staff Advisor to The Regents

Pilot Program – Year One

2005-2006

David Bell, Staff Advisor, UCSF
Dave Miller, Staff Advisor, UCLA

June 20, 2006
Executive Summary:

In January 2005 The Board of Regents approved the President’s proposal (2-RP) to appoint the two most recent Chairs of the Council of University of California Staff Assemblies (CUCSA) to a two-year pilot program and to assume the unprecedented and newly designated role of Staff Advisor to The Regents. The proposal called for David Bell (UCSF) and David Miller (UCLA) to assume the role in the first year. During that year, the Office of the President would develop a selection process for candidates from UC staff at large during FY05/06 to assume the role in the second year of the program (FY06/07).

In November 2005 the President changed the program to establish a rotation of one staff advisor at the end of a one-year term to allow for a new candidate to assume the role for the second year of the pilot program. A selection process was designed by the Office of the President (UCOP) and approved by The Board, propelling a call for nominations systemwide to all staff and non-Senate academics for application to the second year of the pilot. During the second year, should The Regents approve the pilot as a permanent program, the candidate would complete a two-year term. This process is modeled after that of the Student Regents.

In January 2006, a call for nominations was distributed to all ten UC campuses and the three UC-managed national laboratories. Applicants had a thirty-day period in which to submit self-nominations, which included essay questions, a statement of management support, and letters of recommendation, to the Office of the President. This process resulted in a total of 27 applications. Eight were eliminated by the screening committee for not meeting the criteria set forth. Five of the remaining 19 were moved forward by the UCOP screening committee to the Staff Advisor Selection Committee. That committee, chaired by Associate Vice President Judith Boyette, included Deputy to the Senior Vice President Lori Hoffman, Acting Assistant Vice President Linda Guerra, Strategic Communications Director Paul Schwartz, and Staff Advisor to The Regents David Bell. The Selection Committee held two days of interviews at UCOP with each of the five semi-finalists in March 2006. Upon considerable deliberation, the committee moved forward three names for consideration by the President. The three candidates were interviewed by President Dynes’ designate prior to mid-May for the selection of one person. That person was then interviewed by the President, who consulted with the Chair of the Board of Regents who concurred with the candidate’s appointment. This process resulted in the selection of Lynda Brewer, Assistant Director of Capital Planning at UC Irvine, to serve in the second year (2006-07) of the pilot and the third year of the program should it be approved by the Board.
The purpose of this report is to provide a review of the activities, feedback, observations, and recommendations from the first-year Staff Advisors David Bell and Dave Miller.

Year in Review

In addition to attending all Regents meetings and our respective Regents committee meetings (Committee on Educational Policy – D. Bell, and Committee on Grounds and Buildings – D. Miller), we have traveled to and held highly interactive presentations with staff at UC Berkeley, UC Irvine, UC Los Angeles, UC Merced, UC Santa Cruz, UC San Francisco, UC San Diego, and UC Santa Barbara. Each meeting was sponsored by a staff association with an open invitation to all staff (represented and non-represented) at all levels. These meetings provided us the opportunity to support the program in a meaningful way, while maintaining communication with the staff at as many campuses as possible. In addition, we were able to inform staff of the selection process and pilot program eligibility requirements to create interest and search for qualified candidates for year two. We are impressed with the quantity and high quality of all who applied for the position. This process has confirmed our contention that the University currently has a wealth of exemplary thoughtful, dedicated, insightful, and impassioned staff leaders. At each campus meeting we found a preponderance of people who were well qualified to assume this role. We believe this demonstrates the value of staff involvement in campus development and training programs and underscores the need of the University to maintain and enhance these programs.

The feedback received from each of our meetings was generally shared by all of the campuses we visited. They are:

- **Management Planning:**
  The need to seek, develop, and retain new staff leaders to replace the large number of staff retirees within the next five years.

- **Professional Development:**
  Creating learning and leadership opportunities for staff

- **Educational Fee Waiver for Dependents:**
  The concept of offering a fee waiver or discounts to dependents of UC staff who are UC eligible like many other prominent universities.
• **Staff Housing:**
  An issue to staff, due to the increasing market value of housing stock surrounding UC campuses.

• **Retirement Redesign:**
  Will the university be able to recruit valued staff with a diminished benefit offering? Will the contributions to UCRP equate to a salary decrease?

• **Salary Equity/Geographic Differentials:**
  Salary discrepancy of loyal long-term staff making far less than newer employees. An equity review of all salary categories, pay titles/scales, and revision of the existing graphic differential across the system.

• **Recognition and Rewards:**
  Often cited by staff as an important recognition of their contributions

During the course of FY05-06, in addition to the Regents meetings, we were invited to attend the following Regental events:

- Opening of UC Merced campus (Sept. 05)
- Regents two-day visit to UC Irvine campus (Oct. 05)
- Inauguration of Chancellor Denton and Diversity Symposium at UCSC (Nov. 05)
- The David Saxon Memorial Service at UCLA (Mar. 06)
- The Inauguration of Chancellor Drake and Symposium at UCI (Apr. 06)

In addition, the Staff Advisors were invited to give presentations at the following:

- UC Editors Conference (September, 2005)
- UCSF Chancellor’s Reception (September, 2005)
- UCOPA – Office of the President (October, 2005)
- UCLA Campus Presentation (December, 2005)
- UC Santa Cruz (December, 2005)
- Professional Development Group at UCSB (January, 2006)
- Vice-Chancellors and Senior Managers, UCSD (January, 2006)
- UCSD Campus Presentation (January, 2006)
- UCSB Campus Presentation (January, 2006)
- UCSF Campus Presentation (January, 2006)
- UC Day in Sacramento (February, 2006)
- UC Irvine Campus Presentation (February, 2006)
- UC Merced, Chancellor’s Residence (March, 2006)
- ABOG System-wide Conference (April, 2006)
- UC Irvine CUCSA Conference Presentation (June, 2006)
Benefits to Office of the President and The Regents

The program’s value is in having the two Staff Advisors as a resource to the Regents for a staff perspective on all issues that come before The Board, having an additional means of communicating to staff the often complex issues and actions taken by The Regents, as well as providing feedback on staff related issues to The Regents.

Year One Observations:

Overall, the first year of the Staff Advisor Pilot Program has been extremely successful. The Staff Advisors and/or the program were very well received by staff systemwide, by senior level executives, Office of the President, Chancellors, and most of the Regents. However, many staff are unaware of the program and how to contact the Staff Advisors. In addition, administrative functions at UCOP and the Secretary of The Regents Office are inconsistent and should be reviewed. A consistent communication process should be put into place. We are encouraged to see that the staff advisor selection process has brought about the desired outcome of ensuring a continuation of strong staff leadership in the role.

Recommendations

The following recommendations are based on the conversations and experiences of the Staff Advisors in the past year. We understand that the program is in its infancy and there may be room for changes and improvements.

- Include both Staff Advisors at both of the assigned Regents’ Committees
- Enhance the presence of the Staff Advisor on the Regents’ website
- Newly appointed Staff Advisor should be titled, Staff Advisor Designate
- Align the administrative protocol for the Staff Advisors with other advisory members of the Board.
• Collaborate with Strategic Communications to more broadly and frequently publicize the program/advisors
• Review the Staff Advisor budget and augment if needed
• That The Regents continue to support this program by voting to permanently establish the Staff Advisor position on the Board

Respectfully submitted,

David Bell, UCSF
Dave Miller, UCLA

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