

WITH U • FOR U

DFA Employee Newsletter



A message from
Chief Financial Officer and
Vice Chancellor Ronald S. Cortez

**Managers/Supervisors: Please share this email with DFA campus temporary and contract employees. For those who do not have regular access to emails/laptops/PCs, please print and share this email accordingly.*

Dear DFA employees,

On May 19, Chancellor Gillman hosted [a virtual town hall](#) covering topics such as hybrid working environment, COVID-19 vaccine requirement, financial overview, and staffing concerns. As announced during the town hall, the timeline for returning to campus will begin on July 1. I am currently working with my cabinet members on DFA's specific plans for returning to campus and should have detailed information to share in the coming weeks. While I look forward to returning to campus, it is important to reiterate that we will do it safely, carefully, and thoughtfully.

Our May newsletter also marks nearing the end of an academic year. With [campuswide commencement ceremonies taking place on June 12](#), it is important to take time to celebrate the hard work of our division which supports over 50,000 students, faculty, and staff in achieving their goals and missions. My sincere appreciation and gratitude for your unwavering commitment to achieving our vision of becoming world-class campus partners.

As a reminder, **DFA's annual women's symposium will take place as a two-hour virtual event on June 17 from 9 a.m. – 11 a.m.** This year's theme is Inclusive Leadership and will feature Cheryl Lloyd as our keynote speaker. Cheryl currently serves as UCOP's interim vice president of Systemwide Human Resources and as the associate vice president & chief risk officer. The symposium offers opportunities for learning, inspiration, and networking, and aims to bring awareness to gender imbalances in the workplace. **This event is open to all interested individuals within DFA.** Click [here](#) for registration details.

As always, feel free to share your comments and suggestions by sending an email to WithUForU@uci.edu.

With appreciation,

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DFA Events

May 11 - June 18:

[UCSD Process Palooza](#)

June 17 (9-11 a.m.):

[DFA Women's Symposium](#)

Now – December 2021

[DFA Lean In Sessions](#)





DFA Balanced Scorecard Strategy

The Division of Finance and Administration (DFA) serves all UCI students, faculty, staff, and visitors. We are **With U • For U**—working alongside you, in support of you—as planning partners, problem solvers, and solution providers. We maintain a safe and attractive physical environment, offer professional services and support, and are committed to diversity and inclusive excellence.

MISSION
Advance UCI's
Brilliant Future

VISION
World-Class
Campus Partners

VALUES
Health & Safety •
Diversity & Inclusion •
Integrity • Teamwork •
Change & Innovation



DFA Women's Symposium

The annual DFA Women's Symposium features opportunities for learning, inspiration, and networking and aims to bring awareness to gender imbalances in the workplace.

This year, our symposium will take place as a two-hour virtual event on June 17 from 9 – 11 a.m. Our theme is **Inclusive Leadership** and will feature [Cheryl Lloyd](#), UCOP's interim vice president of Systemwide Human Resources and the associate vice president & chief risk officer as our keynote speaker.

The symposium is open to all interested individuals within DFA. Please [register](#) to sign up for the event.

Article provided by the Office of the CFO and Vice Chancellor



UCI 2021 Campus Race to Zero Waste (CW2ZW) Results

UCI continued its proud 12-year tradition of participating in CW2ZW (formerly RecycleMania). Although overall circumstances were very different in 2020-2021, due to COVID-19 and the virtual learning of over 30,000 students.

UCI demonstrated that even during a pandemic our recycling processes are resilient. Waste minimization and diversion rates remained strong.

CR2ZW declared UCI as the 2021 winner for the Large Campus Food Organics Category, for our campus food waste minimization and food waste to biofuels programs. We are delighted to receive this top ranking recognition and share this honor with our campus partners.

To continue our practice of sharing successful methods with other campuses, UCI's Food Organics Case Study will be submitted to CW2ZW in May.

Article provided by UCI Facilities Management



UCI Zoom Help Center

UCI Zoom accounts are available for all current students, staff, and faculty to support remote teaching, learning, and working at UCI. Check out the [UCI Zoom Help Center](#):

- Learn how to start using Zoom
- Utilize the built-in tools
- Read up on important resources



Nutrition and Healthy Eating Resources

Self-care is making yourself a priority in an everyday way, especially when working from home. As a part of the UCI community, faculty, staff, and retirees have many virtual wellness resources available to them on-demand.

Explore some of [UCI HR Wellness healthy eating resources](#):

- [Healthy Recipes from UCI Campus Recreation](#)

- [Healthy Recipes from UCI Health](#)
- [UC Healthy Recipes](#)



Ramping Up Research

Environmental Health and Safety (EHS) continues to provide support to Office of Research; leading the efforts is our newly appointed assistant director of research, Sandra Huang Conrad. Sandra has served as interim assistant director of Research Safety Services since November 2019 and has worked with the Research Safety team to initiate our new laboratory safety inspection program and support campuswide COVID-19 response efforts. Sandra has been an exceptional leader for EHS throughout the last 17 years. Prior to her interim role with Research Safety Services, Sandra served as our assistant director of Safety and Injury Prevention, managing our injury reduction and CalOSHA compliance efforts on campus.

As Office of Research ramps back up, EHS is reminding the research community of the safety protocols, protective measures, and ongoing controls in place in research spaces at UCI. In collaboration with FM, EHS has created a [Returning to Campus Phase 3 Research Reference Guide](#). This guide provides resources to assist with the transition. Thank you FM, Sandra, and our Research Safety team for your continued essential support to the campus.

Article provided by UCI Environmental Health and Safety



UCI's Small Business First Program

In collaboration with the UC Small Business First Working Group, UCI has established the Small Business First Program which officially launched on March 1, 2021. This program offers equitable opportunities and access to small and diverse businesses which have historically faced systematic barriers in doing business with UC. The new program states that any purchases between \$10,000 and \$250,000 that cannot be procured via an existing strategically-sourced agreement must be awarded to a Small Business, Microbusiness or Disabled Veteran Business Enterprise, wherever practical. Procurement Services prepared campus department buyers with a [training session](#) on February 23, explaining the new process and followed up with [presentation slides](#).

A [Waiver Form](#) needs to be filled out if an exception is not met or if not using a small or diverse business. Procurement Services is working on developing further resources for campus as well as current and future vendors to help UCI support this important initiative.

For more information on UCI's Small Business First Program, please visit: <https://www.procurement.uci.edu/strategic-initiatives/small-business-first-program.php> or contact smallbusiness@uci.edu.

Article provided by UCI Procurement Services



We're Buzzing to Tell you News About our Campus Bees!

At UCI our Facilities Management Grounds team has been busy promoting a safe environment for both plants and animals. In recent years bees have been making hives inside water meters. This requires a bee specialist to remove the hive and relocate it.

We've started a new program of eliminating the small opening from water meters with bolts and a lever. This forces bees to make their hives in more natural conditions where they "bee-long." This change will reduce the number of beehive removals for many years! Protecting bees and other pollinators through sustainable practices goes hand-in-hand with a healthy habitat for bees and plants.

To find out more about our campus bees check out the [CALPIRG Save the Bees campaign](#).

Article provided by UCI Facilities Management



[Eliminating the use of Single-Use Plastics a UCI Goal and a 2021 UCOP Policy](#)

Single-use plastics are goods primarily made from fossil-fuel based chemicals such as bottles, wrappers, straws, and bags. 150 million tons of single-use plastics are produced annually worldwide but 91% of all plastic isn't recycled at all, ending up in landfills or in the environment. 6.4 million tons of plastic are dumped into the ocean annually leading to devastating environmental impacts:

- Over 2/3 of global fish stocks suffer from plastic ingestion
- About 1 million sea birds die annually from plastic
- 200 areas have been declared as "dead zones" where no life organisms can now grow



[Managing Implicit Bias Training Update](#)

80% of DFA managers and supervisors have completed at least one module of UC's Managing Implicit Bias Training, and 73% have completed all six modules. As a reminder, managers and supervisors are expected to complete all modules by June 30, 2021. All DFA employees are eligible and encouraged to complete the training. Reach out to WithUForU@uci.edu with any questions.



DFA Employee Recognition Program

Every day is an opportunity for colleagues and managers/supervisors to recognize the great work of our people in the following categories:

- **CARE** (Customer Appreciation Repeatedly Expressed)
- **IDEA** (Innovate Discover Encourage Achieve)
- **SAFE** (Safety Award For Excellence)
- **TEAM** (Together Everyone Achieves More)

Submit your online [nomination](#)! [Click here](#) to view a list of past nominees.

EMPLOYEE PROFILES



Celene Sotelo
Custodian, Facilities Management

I have worked at UCI and been in my position for 31 years. General building cleaning sweep, mop, restroom cleaning, and disinfecting.

Who is a colleague who deserves praise and recognition? Why? Patricia Díaz, she is always willing to help others.

After a long day at work, what do you look forward to the most? Spend time with my family.

Favorite travel spot? Cancún, México.

If you were stuck on an island, what three things would you bring? Food, blanket, and matches.



Matt Deines
Senior Planner, Campus Physical and Environmental Planning

I have worked at UCI for 10 years and have been in my current position for eight years. I work on a wide variety of projects including physical planning, landscape architecture/urban forestry, and sustainability including the Carbon Neutrality Initiative and UCI's Climate Action Plan.

What aspect of your job do you enjoy the most? I enjoy working with my department team as they are all incredibly talented as well as being able to collaborate and work with faculty and students. The people I've met at UCI are incredibly bright and dedicated to making our campus more sustainable.

What is one accomplishment at work that you are most proud of? Why? Since I started, I have been involved in the management of our campus' urban forest helping maintain our designation as a Tree Campus USA with the Arbor Day Foundation. I really enjoy working with the campus community (students, staff & faculty) on volunteer tree planting projects. Since 2011 we have planted over 1,000 trees.

After a long day at work, what do you look forward to the most? I look forward to spending time with my family – especially getting outside on a bike ride or walk.

Favorite travel spot? My family loves exploring the Sierra Mountain Range whether we are backpacking, skiing, fly-fishing, or camping. Well, my daughters don't exactly love fly-fishing but there is time!

Before your time at UCI, what was your most interesting or oddest job? My most interesting job before UCI was working for the National Outdoor Leadership School (NOLS). I led 30-75 day wilderness expeditions for college students in Alaska, Wyoming, and Utah over a 12 year span. I met my wife Jami, a fellow instructor, on an expedition in the Alaska Range.

If Hollywood made a movie about your life, who would you like to see cast as you? Richard Dreyfuss – but during the Jaws era.

People would be surprised if they knew: When I was an undergraduate at the University of Wyoming, I played the bass guitar for a musical theater group. During breaks we would go on tours around the U.S.



Will Simonian
Senior Auditor, Internal Audit Services

I have worked at UCI and been in my current position for two years. I perform financial, operational, and compliance audits in addition to providing advisory services and conducting investigations at UCI in order to ensure that controls are in place to mitigate potential risks. The objectives are to ensure that operations run efficiently and effectively, assets are safeguarded, policies and procedures are being adhered to, and that financial transactions are appropriately recorded.

What aspect of your job do you enjoy the most? Coming from an accounting industry background where I used to mainly review financial statements, post journal entries, and reconcile accounts, it was important for me to ultimately find an accounting related career that offered more variety. That's when I decided to become an internal auditor. I enjoy internal auditing because no two days are alike. At UCI Internal Audit Services, I am constantly learning about the various departments I am auditing and the entire operations of the medical center and campus as a whole. This makes the job both challenging and exciting!

What do you like most about UCI/department? I come from a healthcare internal audit background, so I like how at UCI I not only get to continue utilizing my healthcare audit experience, but I also get to expand my skillset in higher education auditing. This makes my job interesting because while I have only one job, I actually work in two different industries, healthcare and higher education.

After a long day at work, what do you look forward to the most? After a long day at work, I enjoy hill running, working out, or doing other high intensity exercise. These strenuous workouts actually help me relieve stress because my focus turns away from any daily stresses I might be encountering to accomplishing my workout. With gyms being closed or at limited capacity due to the pandemic, some days are harder than others to push myself to work out, but I always try to keep both my short term and long term goals in mind to stay motivated. When I'm experiencing post-workout endorphin spikes, increased strength/endurance, lean body mass, and other numerous health benefits, then I know I'm on the right track of achieving my workout goals. I'm a strong believer that a fit mind, body and spirit all work together in unison for overall health and wellness.

Before your time at UCI, what was your most interesting or oddest job? Back in my younger college days, I worked at a couple of jobs where one of the perks was that many of the regular customers I served were famous celebrities.

I worked at a tanning salon near Malibu where the Baywatch cast members, such as Pamela Anderson, would come in regularly to get tanned before a day of filming. Rock musicians like Tommy Lee and Bret Michaels were also regulars at the salon, as well as John Stamos.

Also during my college days, I worked at a Baskin-Robbins near Rodeo Drive. Movie stars would come in often, and one of the known regulars was comedian Eddie Murphy. Speaking of comedians, one time the late Rodney Dangerfield came in and since I was a fan, I couldn't resist the opportunity to recite several of his own jokes to him while impersonating his "I get no respect" shtick and mannerisms. Needless to say, my cringeworthy comic routine only received a sympathy laugh from him and his wife, but he did take enough pity on me to still give me a decent tip.

People would be surprised if they knew: I once ended up saving a church, albeit unintendedly. Back in my younger days, I had attended a city council meeting regarding a church that was being forced to shut its doors due to a lack of funding. People in the community were trying to save this church, but they were running out of time, energy, and ideas. At the meeting, I gave a few fundraising ideas thinking someone else might try my suggestions, but before I knew it, the meeting attendees ended up nominating and electing me as the chairman of the church's parish council, where I ended up serving for four years. Although I was the youngest member to ever "voluntell" for that position and had novice leadership experience, two other volunteers and I somehow managed to help the community purchase their first very own church and start their first Saturday and Sunday School program for children. Today, 15 years later, both the church and the Saturday/Sunday School programs are still going strong and thriving.

UCI Division of Finance and Administration | With U • For U

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