

WITH U • FOR U

DFA Employee Newsletter



A message from
Interim Chief Financial Officer &
Vice Chancellor, Richard L. Coulon

**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,

I hope each of you are staying healthy and safe. As I wrote in [my December email](#), we have developed an amazing team and I am privileged to continue to lead our efforts in advancing UCI's brilliant future. We have a healthy portfolio of projects, and our great work and commitment to customer service will continue without interruption.

I have been able to meet with many of our DFA departments in the new year and I look forward to meeting with other DFA colleagues at the upcoming departmental meet & greets. I've enjoyed learning more about your initiatives and projects, as well as hearing about your concerns. Many of the concerns that were shared are related to working in the evolving COVID environment which is also a common theme across UCI. As you may have read in Provost Stern's [email from January 21](#), decisions are made in a consultative manner, and robust safety measures and protocols help manage public health concerns as we continue to support campus operations. It is imperative to stay informed as information is our best resource. Do not hesitate to ask questions and keep abreast new information by reading the UCI daily digest or visiting [UCI Forward](#) which houses important COVID-19 information such as vaccination/booster information, updated face covering requirements, FAQs, etc.

Tomorrow, Thursday, January 27 will be our first [virtual town hall](#) in the new year. I hope to see everyone there as we will provide updates on the budget, division, COVID-19 requirements, as well as an update on various program initiatives.

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

Sincerely,

Richard L. Coulon (he/him/his)

Interim Chief Financial Officer & Vice Chancellor
Division of Finance and Administration

In This Issue

- [Learning & Growth: Planning for 2022](#)
- [Face Covering Changes](#)
- [Work & Health Tips](#)
- [Clash of the Cans Wrap-Up](#)
- [Toy Drive Wrap-Up](#)
- [Sustainability Corner & Diversity and Inclusion](#)
- [Employee Recognition](#)



DFA Events

Now – May 2022

[DFA Lean In Sessions](#)

Thursday, January 27, 2022

(9 - 10:30 a.m.)

[DFA Virtual Town Hall](#)

Friday, February 4, 2022

(11:30 a.m. - 1 p.m.)

[Cultivating a Mentor and Protégé Relationship](#)

Ongoing

[UCI Wellness Programs & Events](#)



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



Learning & Growth: Planning for 2022

Have you set your personal and professional development goals for 2022? Check out the [learning and growth resources](#) to get some ideas, inspiration, and support.

[DFA Lean Series](#) is kicking off the year with a series of monthly sessions on Centered Leadership January – May 2022. Search for “DFA Lean In” on [UCLC](#) to register for one or all sessions.

If you are new to DFA or haven’t had a chance to complete your Lean Six Sigma White Belt training, [review the 2022 offerings](#) and sign up on [UCLC](#). If you have a process improvement project in mind and are a process owner, talk to your supervisor and consider applying for the [Lean Six Sigma Yellow Belt training](#) which is offered twice a year.

Email WithUForU@uci.edu for questions and assistance.



Face Coverings Changes

Cal/OSHA passed a revision to the COVID-19 Emergency Temporary Standard effective January 14, 2022. The revised standard refines the definition of a face covering for employees to wear a higher quality face covering that does not let light pass through when held up to a light source. As a result, the campus [Executive Directive on Face Coverings](#) has been revised to reflect these changes. EHS has updated the [Face Coverings guidance](#) and created a face covering [FAQ](#) to answer many commonly asked questions. For additional information, please contact EHS at safety@uci.edu.

Article provided by UCI Environmental Health & Safety



Employee Experience Center (EEC)

The [Employee Experience Center \(EEC\)](#) is a centralized UCI service team that supports all UCI employees, dedicated to answering commonly asked questions and providing support related to HR, UCPATH, benefits, leaves, payroll, and HR systems.



COVID boosters required

UCI is [requiring boosters](#) for all eligible individuals – students and employees – **by January 31, 2022**. Those who are eligible and not boosted by this date will be considered non-compliant with the university’s vaccination policy. Those who are not yet eligible to be boosted by January 31 will have two weeks after their eligibility to comply.



Clash of the Cans Wrap-Up

Through an effort that involved numerous departments on campus, UCI Transportation donated 413 pounds of food to the UCI FRESH Basic Needs Hub, a student-initiated effort committed to making UCI a basic needs-secure campus. \$2,815 in monetary contributions were also donated to allow FRESH to stock their pantry with essential supplies most needed by our student community. Thank you for all your donations and continued support in our efforts to fight against hunger.

Article provided by UCI Transportation & Distribution Services



UCIPD officers and Santa Clause (Officer Jorge Parra) delivering gifts to children at UCI Health.

Toy Drive Wrap-Up

UCIPD officers visited UCI Health on Friday, December 12, 2021, to gift donated toys and teddy bears to children who are unable to be home during the holidays. Though this is an annual UCIPD tradition, a fun surprise made it even more special this time around. Officer Jorge Parra channeled his festive spirit by volunteering to dress as Santa Claus to greet the children at their bedside. We couldn't have done this without the tremendous support of our UCI community. We are deeply humbled at the generosity and kindness to all who donated toys and teddy bears.

Article provided by UCI Police Department



Sustainability Corner: Tree Planting Event

Did you know Arbor Day Foundation designated UCI as a [Tree Campus USA](#)? Annual tree planting is part of UCI's commitment to sustainable landscaping and healthy urban forests. Since 2010 more than 1,000 trees have been planted on campus by student, staff, and faculty volunteers. On December 1, campus volunteers planted 30 camphor and crepe myrtle trees in Verano Place. This event was organized UCI Student Housing Sustainability and UCI Campus Physical & Environmental Planning.

There are countless benefits to the act of planting trees, including:

- Reducing urban heat island effects by providing shade
- Purifying air by absorbing pollutants from atmosphere and releasing oxygen
- Providing energy saving shade to homes and businesses



Diversity & Inclusion: Gender Pronouns

Gender pronouns are an important part of how people communicate. They take the place of nouns such as names and allow people to easily share information about themselves. Although many people use he, she, or they pronouns, there are many other pronouns that people may use. DFA encourages employees to use their preferred gender pronouns on email signatures. For example: [she/her/hers] [he/him/his] [they/them/theirs]. Please visit the UCI LGBT Resource Center to learn more about [pronoun usage](#).



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



Ana Rosa Gonzales
Custodian, Facilities Management

I have worked at UCI and have been in my current position for eight years. I do general building cleaning such as sweeping, mopping, restroom cleaning, disinfecting, and trash removal.

Who is a colleague who deserves praise and recognition? Why? Carmen Sandoval because she is a good worker and is always willing to help others.

After a long day at work, what are you looking forward to the most? Going home and spending time with my family.

Favorite travel spot? Going to the beach.

If you were stuck on an island, what three things would you bring? Matches, smartphone, and headphones.



Kyong Salmons
Executive Director, Budget Office

I have worked at UCI and have been in my current position for six months. I manage, prepare, administer, and direct control of budget and organizational resources, including development and oversight of the general campus budget; coordination with the AVC on academic resource budgeting and planning matters; and reporting and tracking of budget to actuals for all campus units.

What aspect of your job do you enjoy the most? There are many aspects of the job that I enjoy but if I had to pick one, I would say the people. There are many amazing people working at UCI, and I get an opportunity to interact with them regularly. It makes the workday pass quickly.

After a long day at work, what do you look forward to the most? A great dinner and unwinding with the family either watching a show or a movie.

Favorite travel spot? Zion National Park.

If you were stuck on an island, what three things would you bring? Spouse, food, and books.



Bridgette Neri
Associate Radiation Safety Officer, Environmental Health & Safety

I have been at UCI for a little over a year and in my current position for over two months. I help to ensure radiation safety program compliance with the university, state, and federal laws, policies, and regulations.

What do you find the most challenging at UCI/department? Getting used to the offices being so far apart.

After a long day at work, what do you look forward to the most? Seeing my daughter when I get home.

Favorite travel spot? Arches National Park.

People would be surprised if they knew: I love the smell of new loofahs and sponges.

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

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