

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 am pleased to report that I have completed all department meet & greets and continue to be impressed with all of the work and initiatives DFA is responsible for to keep moving UCI forward. UCI continues to attract aspiring students and set a new record for fall 2022, receiving more than [142,000 applications](#). UCI is constantly in the [news](#) and is consistently recognized as a trailblazer in a broad range of fields. Each of you contribute to and are inextricably linked to UCI's success—all of our efforts help fulfill our mission of advancing UCI's brilliant future with the vision of becoming world-class partners. Reiterating on what I stated in my Employee Appreciation Day email earlier this month, thank you for your hard work and the customer-service mindset that you demonstrate every day in serving the needs of our community.

I am also pleased to announce that our next [town hall](#) is scheduled for Wednesday, April 6 from 10 a.m. – 11:30 a.m. (doors open at 9:45 a.m.). We are hosting this event to provide the option of attending in-person or via Zoom. It is my hope that schedules will be adjusted to allow for in-person attendance. Department admins will send out an Outlook calendar invite to individuals in their respective departments, and we will need everyone to RSVP. This will help us effectively plan for those attending in-person. Additionally, my office is planning an in-person DFA all staff teambuilding picnic which is tentatively targeted for the end of June.

You will notice that we added a new section to the newsletter to welcome new employees hired between newsletter publication months. Please take a moment to review the list of names and reach out to our new colleagues!

Lastly, please remember to take a moment to recognize and [nominate](#) your coworkers under [DFA's Employee Recognition program](#)—anyone can nominate employees in the following categories: CARE, IDEA, SAFE, and TEAM. Deadline for this cycle is March 31.

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

[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

In This Issue

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DFA Events

Now – May 2022
[DFA Lean In Sessions](#)

Wednesday, April 6, 2022
(10 - 11:30 a.m.)
[DFA Town Hall](#)





DFA Brand Guidelines

DFA Brand Training Reminder

DFA has its own brand that is consistent with our [mission, vision, and values](#) which also aligns with the [UCI brand](#). A unified divisional brand helps define and reinforce who we are: *planning partners, problem solvers, and solution providers*.

DFA's Brand Training was launched in March of 2021 targeting department directors and managers; executive and administrative staff; and communications and training staff. However, all DFA staff members are encouraged to get familiar with [our brand standards](#) and use them, as appropriate, from the PowerPoint and word documents they create to the email signatures they use. As a reminder, the launch of the training marked the transition to a new wordmark in which the "signage Anteater" is removed.



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DFA no longer uses the "signage Anteater" in our wordmark.



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If your role involves branded internal or external communications (or if you want to get familiar with DFA brand standards), please complete the training certification in three easy steps!



Step 1:
Complete workbook
(approximately 1 hour)



Step 2:
Go to [UCLC](#)
and search for
"DFA Brand Certification"



Step 3:
Complete the short
questionnaire to
certify completion
of this workbook.

More details and instructions for accessing the portal are available [here](#). Email WithUForU@uci.edu for questions and assistance with DFA brand guidelines and training.

Article provided by the Office of the CFO & Vice Chancellor



UCnetwork

UCnetwork is a systemwide newsletter about working at UC. If you are not already receiving it and would like to, [subscribe here](#). The current issue contains resources to support your professional development and career goals, UC stories and profiles, and ways to stay healthy, on and off the job.



Work Well™. Be Well.

[UCI's Working Well™ program](#) provides employees with the tools they need to work well, and as a result, be well. More than just a set of materials designed to help you and your colleagues reduce the spread of illness, the new Working Well™ program is a philosophy, a movement, a state of mind, and an important part of our culture. Thank you for joining us as UCI enters a new era of Working Well™.



Be Smart About Safety (BSAS) Funding

UCI Risk Services is committed to reducing the 'Cost of Risk' through the implementation of loss prevention programs funded through our office each year. These programs are targeted at reducing the frequency and severity of insurance claims impacting UC's self-insurance programs. In conjunction with UCOP, a special BSAS loss control fund was established 13 years ago to support this effort.

The self-insurance programs targeted by this program are:

- **Auto Liability/Physical Damage:** Loss and damage resulting from vehicle accidents.
- **Employment Practices Liability:** Claims arising out of employment related exposures, such as wrongful termination, sexual harassment, and illegal discrimination.
- **General Liability:** Injuries or property damage to non-employees caused by the negligent acts or omissions of the university, e.g., trip and fall accidents, safety related injuries.
- **Property Damage:** Damage to university property and equipment.

On a monthly basis, Risk Services reviews campus claims data and new incidents and then collaborates directly with all DFA departments who support campus operations, along with student housing, facilities managers, athletics, OEOD, campus HR, academic personnel, etc. which produces vital up to date dialog on emerging issues our partners are facing that can interrupt their operations and can lead to costly insurance claims our office manages.

Risk Services is very grateful for our partnership with every DFA department to alert us of new issues and we encourage all DFA managers and supervisors to contact either [Chris Richmond](#), Campus Risk Manager, or [Chris Taylor](#), Senior Loss Control Analyst/B.S.A.S. Coordinator, in the coming weeks with new issues that can be considered in the 2022-23 fiscal BSAS budget.

Article provided by UCI Risk Services



Campus Construction Updates

Design and Construction Services (DCS) is currently overseeing five campus projects to support the growth of new programs and our expanding population. Below is a summary of each project.



[Susan & Henry Samueli College of Health Sciences and Sue & Bill Gross Nursing & Health Sciences Hall](#): Anticipated completion date is June 2022. Located at the corner of Michael Drake Drive and California Avenue, this landmark 9-acre health sciences complex promises to be a national showcase for integrative health patient care, training, and research.



[Verano Unit 8 Graduate Housing](#): Anticipated completion date is August 2022. The project helps address the need for affordable housing and features five residential towers, a community center, an 824-stall parking structure, and a maintenance and operations hub. Residential towers consists of a mix of studio, 2-bedroom, and 4-bedroom units for a total of 1,055 beds.



[Health Sciences Parking Structure](#): Anticipated completion date is February 2023. This 6-level parking structure will add over 2,000 parking stalls to support the expansion of the Health Sciences complex on campus.



[Center for Advanced Care](#): Anticipated completion date is May 2023. This project will be the first building completed for the new North Campus Health and Wellness Village. This 5-story structure will house pediatric autism, primary and specialty care, adult primary and breast cancer clinics, as well as a rehabilitation center and urgent care.



[UCI Medical Center Irvine](#): Anticipated completion date is October 2023 and October 2025. Center for Advanced Care is mid-2023. Ambulatory Care Center (ACC), Central Utility Plant (CUP), and parking structure are late 2023. Hospital is 2025. This project will complete the new North Campus Health and Wellness Village and features a 144-bed hospital with an emergency department, inpatient bed services, operating rooms, imaging, support services, and shell space for future buildout. An ambulatory surgery center will also be built consisting of outpatient surgery and procedure rooms, imaging services, infusion facilities, a pharmacy, and support services. A central utility plant and an approximately 1,400 space parking structure will also be built to serve the complex.

Article provided by UCI Design & Construction Services



Sustainability Corner: UCI Self-Guided Sustainability Tour

Explore [UCI's Self-Guided Sustainability Tour](#) via Google Earth. As you "virtually" walk through campus, you will discover our beautiful open and green spaces, learn about our robust sustainable transportation program, view our award-winning green buildings, and soak-up an array of opportunities for student, staff, and faculty involvement. Enjoy the tour!



Diversity & Inclusion: Implicit Bias

We all possess implicit biases but what does this mean? Implicit biases are attitudes and stereotypes that affect our thinking, actions, and decisions without us realizing it. These biases can be either positive or negative, and happen without our conscious knowledge. They do not necessarily have to align with our professed beliefs or values. To learn more, please visit the Managing Implicit Bias Series on [UCLC](#).



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.

DFA EMPLOYEE PROFILES



Martin Ambrocio
Senior Custodian, Facilities Management

I have worked at UCI for eight years and nine months; and I have been in my current position for eight months. I oversee nine senior custodians, give work orders, and assign areas of work.

What aspect of your job do you enjoy the most? Talking to my team to make sure I take care of them, and give them ideas on current situations.

What do you like most about UCI/department? Having a good relationship with the team and coworkers; I like that we work as a team and it really makes me proud to work here.

Favorite travel spot? Vegas. I love to gamble. I love the fun I have there outside of work.

People would be surprised if they knew: That I love horseback riding, it makes me feel free and not stressed.



Monique Contreras
Court Liaison & Evidence Analyst, Police Department

I have been at UCI and in my current position for a year. In addition to serving as the liaison between the Police Department and the District Attorney's Office, I also work in the evidence room to ensure all property and evidentiary items are correctly packaged, sealed, and preserved.

How has UCI/department helped you in your career development? UCI has given me the opportunity to explore different skills that I did not have before. I think it is important to always have the chance to grow as a person and as an employee. This has helped me in my career development because I believe that the different skills I have learned make me a well-balanced person and set me up for great opportunities.

What do you like most about UCI/department? Several things come to mind, but I will narrow it down to the most significant for me. I am grateful for how my department encourages different trainings and seminars as a way to develop new skills and knowledge. I also enjoy going to work knowing that I will learn something new, meet someone new, or have new experiences.

People would be surprised if they knew: I had a small baking business. My specialties were cakes, cupcakes, dipped chocolate fruits or snacks, and edible arrangements.

Motto or Personal Mantra: "The hardest things in life have the best rewards."



Cathy Ruggera
Business Analyst, UCPATH

I have been at UCI and in my current position for two years and nine months. I provide support to transactors, in both use of UCPATH, and assist with process improvements to utilize system to best advantage. Additionally, I continue to work towards system and operational improvements with our business partner, UCPATH.

What are some upcoming trends or challenges that you see in your field? Continual improvement with systems and business processes. We will be continually managing change.

What are 3 words to describe your department? Great teamwork, mentoring, and expertise.

After a long day at work, what do you look forward to the most? Taking my dog for a walk.

Favorite travel spot? Any place where I can walk/hike, and just be outside enjoying the views.

If you were stuck on an island, what three things would you bring? Reading material, good walking shoes, and chocolate.

People would be surprised if they knew: I enjoy doing Tai Chi.

DFA NEW HIRES

DFA new hires hired between January 3, 2022 to March 7, 2022.

Accounting & Fiscal Services:

- Arnold Gutierrez
- Josefina Alvarado Robles
- Sarah Romero Martinez

Budget Office:

- Brenda D. O'Connor
- Kristen J Fernandez

Environmental Health & Safety:

- Brock Pruter
- Christine A Tafoya

DFA Support Services:

- Colleen Beaton

Facilities Management:

- Elvia Rodriguez
- Ericka Guillen
- Helen Joyce Melendrez
- Jose Luis Cardenas
- Jose Narez
- Juanito Uy Sy
- Katherine Castillo
- Kathy Bui
- Luz Maria Estrada
- Margarita Vargas
- Maria E Mendoza
- Rafael Padilla Pena
- Reyna I Cuellar Argueta
- Reyna Ramirez Parra
- Rocio Marina Villalobos

Police Department:

- Ashley Adriana Villatoro
- Jose Llamas
- Julian Skipper Rodriguez

Risk Services:

- Monika Andrea Yao Gustilo
- Richard Rycraw*

Transportation & Distribution Services:

- Jimmy Esteban Contreras

UCI UCPATH:

- Cathy Ruggera*

**Temporary/external contractor employee turned official DFA employee.*

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