

# WITH U • FOR U

## DFA Employee Newsletter



A message from  
Chief Financial Officer &  
Vice Chancellor, Mary Lou D. Ortiz

*\*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 this message finds you well. Last month, UC Irvine celebrated the success of over [8,200 graduates](#), and I want to express my gratitude for all your hard work in contributing to their achievements.

It has been just over a year since I joined this incredible team, and I'm thrilled to announce that my family and I have now fully moved to California. This means I'll no longer be traveling back and forth from Pennsylvania.

In my first week, I expressed how impressed I am with the dedication and exceptional work performed by our team in supporting UC Irvine's strategic goals. As time has passed, my appreciation for each one of you has only grown stronger. It has been two months since I've announced the results of the organizational assessment, and while we've made significant progress, we are still working through some detail design processes. [FAQs](#) have been developed as a follow-up. If you have additional questions, concerns, or additional ideas, please feel free to reach out to your respective DFA cabinet member or email us at [DFAOrgAssess@uci.edu](mailto:DFAOrgAssess@uci.edu). Your feedback and input are crucial to our success.

Meanwhile, I have initiated strategic planning work with my cabinet members. We have reviewed and updated our vision, mission, and values, which will serve as a foundation for our future endeavors. You can find more information on our [website](#), and we'll continue to cascade these messages throughout the organization.

At [UC Irvine's recent town hall](#), strategic planning was discussed, with a clear directive for each school, program, and division to develop their own supporting strategic plans. In line with this, my cabinet, along with other members, will be attending a strategic planning session on August 21 to further the discussion. As we finalize these plans, I intend to join department meetings to share more information and engage in meaningful discussions. My goal is to ensure that each department sets goals, tactics, and key performance indicators (KPIs) that align with DFA strategic priorities and UC Irvine's overarching goals.

I hope to see you all at our [summer team building event](#) on August 17, where we can celebrate together. Furthermore, I plan to host a virtual town hall in early fall, focused on our revised vision, mission, and values, as well as DFA's strategic plan.

I am truly grateful to be part of this remarkable team, and I look forward to the exciting journey ahead as we shape the future of DFA and UC Irvine together.

Sincerely,

**Mary Lou D. Ortiz**  
Chief Financial Officer  
Vice Chancellor, Finance and Administration

### In This Issue

- [DFA Human Resources](#)
- [Microsoft Enterprise Skills Initiative: Free to all UC Irvine Employees UC](#)
- [Irvine Emergency Management Awarded the UC Excellence in Emergency Management Award at 2023 UC Risk Summit](#)
- [UC Irvine Police Department Promotes Two Internal Candidates to Lieutenant](#)
- [Work & Health Tips](#)
- [Internal Audit Services Spotlight](#)
- [Engineering Hall Glacios CryoTEM and JEOL TEM Installations](#)
- [Hot Days are Comin'](#)
- [Sustainability Corner & Diversity and Inclusion](#)
- [Employee Recognition](#)

 Employee Profiles

 New Hires

### Featured Events

**Thursday, August 17**  
9-10:30 a.m.

**The Commons**  
[DFA Team Building Social](#)

**Thursday, August 31**  
11 a.m.-2 p.m.

**Aldrich Park (Section 12)**  
[2023 UCI Staff Appreciation Picnic](#)

#### UCI Training Offerings

**Aug. 22, 1-2 p.m. (via Zoom)**  
[Managing Staff Leaves for Supervisors](#)

**Fri.:** 8/25-10/27 (8:30 a.m.-12 p.m.) | **Thurs.:** 9/7-11/9 (1-4:30 p.m.) | **Fri.:** 9/29-12/15 (8:30-12 p.m.)  
[Leadership Success Program for Team Leaders](#)

**Self-paced eCourse**  
[UC People Management Series](#)

**DFA Training Offerings**  
[Lean Six Sigma: White Belt Training](#)

[Project Management Fundamentals Training](#)



## DFA Human Resources

Please review upcoming key dates for campuswide initiatives as well as important updates and reminders.

### Staff Engagement Survey: August 14 - September 8

We value your voice! All career, contract, and limited staff are invited to participate in the Staff Engagement Survey. This is your opportunity to share valuable insights about your work experience at UC Irvine, helping us identify strengths and areas for improvement. Look out for an email from [support@mail.gallup.com](mailto:support@mail.gallup.com) with your unique survey link.

### Performance Feedback Reminders

- **Non-Represented Staff - ACHIEVE Cycle Completion – Due August 31**  
If you are a non-represented staff member with a hire date before June 1, 2023, please complete the current [ACHIEVE](#) cycle with your supervisor. Provide feedback on your goals and performance for the period of April 1 to July 31.
- **Represented Staff - Annual Performance Reviews – Due October 1**  
Supervisors are required to complete annual performance reviews and conduct discussions with their represented staff covering the period of July 1, 2022, through June 30, 2023. If you have any questions or need assistance, email [dfa-hr@uci.edu](mailto:dfa-hr@uci.edu). Employees should check with their supervisor if a self-appraisal is needed for input before the due date.

### Resources for Reporting Work Environment Concerns

Your well-being is important in the workplace and we want you to feel supported. If you are experiencing concerns in the workplace, remember that you have resources available:

- Contact leadership in your department or applicable leader across DFA.
- Email DFA Human Resources at [dfa-hr@uci.edu](mailto:dfa-hr@uci.edu).
- [Report](#) discrimination, abusive conduct, sexual harassment, sexual violence to the Office of Equal Opportunity and Diversity (OEOD).
  - Call 949-824-7037 to anonymously report concerns and they will confidentially guide you how to remain anonymous for follow-up communication.
- Visit the Office of the Ombuds [website](#) for information about confidential, impartial, and informal resolution services.

Be sure to visit the “Featured Events” section above for relevant training offerings!

*Article provided by UC Irvine DFA Human Resources*



## Enterprise Skills Initiative

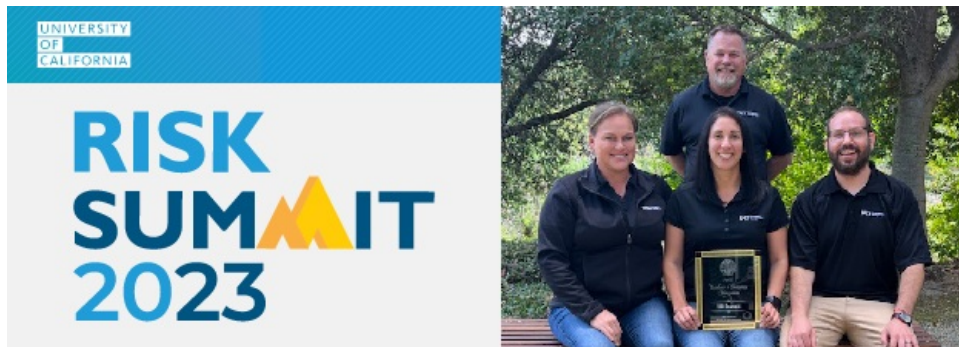
### Microsoft Enterprise Skills Initiative: Free to all UC Irvine Employees

[Microsoft Enterprise Skills Initiative \(ESI\)](#) is a free training resource available to all UC Irvine employees to support their professional growth and development. The Office of Information Technology (OIT) and Microsoft are working together to help staff learn and enhance the technical skills and knowledge of Microsoft technologies needed to succeed in the digital economy.

The primary purpose of the [program](#) is to provide knowledge and support to employees as they work towards completing Microsoft certifications. The program offers various types of learning opportunities, including free online self-paced training, virtual training events, and industry-recognized Microsoft certifications. The Microsoft products covered include Azure, Microsoft 365, Office 365, Windows, and many others.

[Log in](#) to Microsoft Enterprise Skills Initiative to get started today. View OIT's [website](#) for registration and support information.

*Article provided by UC Irvine Program Development & Execution*



*UC Irvine Emergency Management team: Randy Styner (top center),  
Krista Woodward (left), Vanessa Flores (middle), and Shane O'Brien (right).*

### UC Irvine Emergency Management Awarded the UC Excellence in Emergency Management Award at 2023 UC Risk Summit

UC Irvine's Emergency Management (EM) program was honored in an awards ceremony held on May 10, at the 2023 UC Risk Summit and was awarded the Excellence in Emergency Management award from the Office of the President at the awards event. This award is presented to a systemwide Emergency Management program that has distinguished itself as a world-class program throughout the year.

Over the last year the EM department has accomplished many innovative projects to continue to make the campus as prepared and resilient as it can be. These projects include the complete re-writing of the campus Emergency Operations Plan, establishing the campus Know-Your-Zone campaign, fully implementing the Web IAP Emergency Management software platform, implementing the Zone Haven evacuation software platform, producing an emergency preparedness video for UCLC, acquiring several high frequency radios for the campus to greatly improve our emergency communications capability, developing stop the bleed kits and training for the campus, completing a comprehensive physical security assessment of the campus, developing new standardized emergency signage for campus buildings, and running multiple trainings and exercises for EOC staff and multiple campus departments, including the Chancellor's cabinet.

"I couldn't be prouder of my team!" says Emergency Management Director Randy Styner. "Deputy Emergency Manager Vanessa Flores, Business Continuity Manager Krista Woodward, and Training and Exercise Coordinator Shane O'Brien have continually gone above and beyond to make sure this campus is prepared and have always risen to the occasion for this institution. They absolutely deserve this award!"

The UC Irvine Emergency Management department is continuing their work into the next fiscal year with many more projects that will continue to strengthen the campus' preparedness and resilience for years to come.



Lieutenant Zumwalt (left) and Lieutenant Henderson (right).

## UC Irvine Police Department Promotes Two Internal Candidates to Lieutenant

The UC Irvine Police Department (UCIPD) is pleased to announce the promotion of John Zumwalt and Dan Henderson to the rank of Lieutenant. Chosen after a nationwide recruitment process involving representatives from UC Irvine Health, main campus, UCLA, and Orange County law enforcement, these internal candidates have proven themselves to be exceptional leaders.

**John Zumwalt** brings over 30 years of law enforcement experience to his new role. His impressive background includes serving on the SWAT team, managing K-9 and honor guard programs, as well as working as an investigator and supervisor for [L.A. IMPACT](#). John joined UCIPD in 2019 as a police officer and has been instrumental in developing defensive tactics training at UC Irvine. John holds a bachelor's degree in criminal justice from Chapman University and has also completed the California Commission on Peace Officer Standards and Training (POST) Sherman Block Supervisory Leadership Institute. He will oversee UC Irvine Health Public Safety division beginning July 10, 2023.

**Dan Henderson** holds a bachelor's degree in criminal justice management from the Union Institute & University and a master's degree in public administration from National University. He has completed the California Commission on Peace Officer Standards and Training (POST) Sherman Block Supervisory Leadership Institute, POST Management School, and the Police Executive Research Forum Senior Management Institute for Police. With nearly 26 years of law enforcement experience, Dan has held many positions including patrol lieutenant and detective lieutenant for the city of La Habra. He is also known for his work with the Special Olympics in Orange County. Dan joined UCIPD in 2021 and has excelled in his current role as a watch commander and special event coordinator at UC Irvine. He will now manage UCIPD's Operations Division at the Irvine campus beginning July 10, 2023.

Article provided by UC Irvine Police Department



### UC Cyber Security Awareness Fundamentals

Cybercrime happens far more often than you realize, and you are a target. This interactive [Cyber Security Awareness training course](#) provides information on some of the most common threats facing the university and facing us as individuals. The course is led by a social engineer who uses real life examples to highlight how we can minimize the risks to ourselves and the university from these cyber threats. This course will take approximately 35 minutes to complete.



### UC Irvine Working Well™

UC Irvine'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 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 UC Irvine continues our culture of Working Well™.





## Internal Audit Services Spotlight

UC Irvine Internal Audit Services (IAS) was established to assist the Board of Regents and management in establishing and maintaining policy and procedures that adequately protect the assets of the university, and to provide the Board of Regents and management an objective appraisal of compliance with, and adequacy of, existing internal controls.

IAS partners with management to improve the control environment by:

- Identifying and managing business risks
- Providing recommendations to help run operations efficiently and effectively
- Safeguarding assets
- Promoting adherence to policies and procedures
- Encouraging the recording of financial transactions appropriately

IAS can be a resource to your organization by assisting you in areas of organization structure, guidance in policies and procedures, financial accounting and reporting, financial administrative systems, and compliance with federal regulations. IAS will act as an extra set of eyes to help ensure processes are well controlled and working efficiently.

For more information, please visit our website at [www.audit.uci.edu](http://www.audit.uci.edu).

*Article provided by UC Irvine Internal Audit Services*



## Engineering Hall Glacios CryoTEM and JEOL TEM Installations

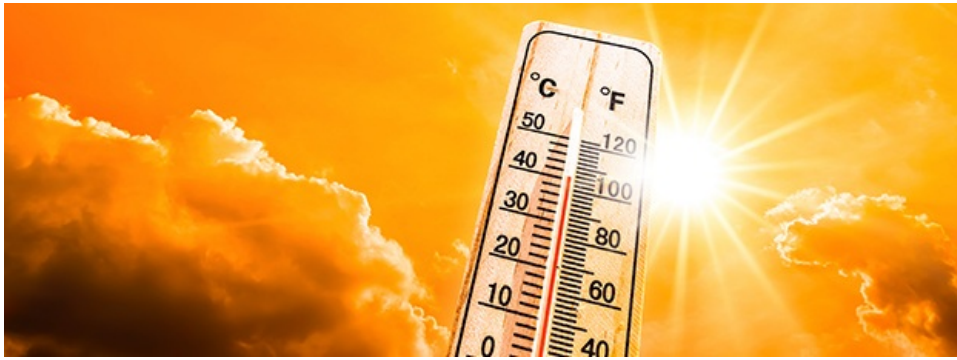
A new TEM (Transmission Electron Microscope) lab was constructed in the existing UC Irvine Materials Research Institute (IMRI) located at the first floor of Engineering Hall, Room 1130. Four (4) new rooms were constructed:

- Microscope Control Room
- Support Equipment Mechanical Room
- Two (2) Microscope Rooms

The following construction was performed: New walls, floors (new 24" slabs in microscope rooms), ceilings, HVAC systems utility piping electrical, lighting, high-speed communication copper/fiber cabling, and microscope anchorage. Microscope rooms received metal shielding to reduce the effects of electromagnetic fields, DC magnetic field active compensation systems, and acoustical/vibration treatments. An outdoor HVAC mechanical enclosure was constructed that added approximately 450 square feet to the existing building footprint.

Funding was provided by the Office of Research, School of Engineering, School of Biological Sciences, School of Physical Sciences, and School of Medicine.

*Article provided by UC Irvine Facilities Management*



## Hot Days are Comin'

Summer is here and with that, the possibility of heat illness looms. Heat illness is a serious medical condition that occurs when our bodies can no longer cope with a particular heat load. Different types of heat illness include heat rash, cramps, fainting, exhaustion, and stroke.

EHS developed the [Heat Illness Prevention Program](#) to ensure that all UC Irvine employees working in outdoor places of employment are protected from heat illness and are knowledgeable of heat illness symptoms, methods to prevent illness, and procedures to follow if symptoms occur. Extreme heat notifications are sent out by EHS when temperature thresholds are forecasted to be reached, which would then activate specific response actions. On days when outside temperatures are predicted to exceed 100 degrees Fahrenheit, additional notifications will be sent by UC Irvine Emergency Management.

For other related resources:

- [Seniors and Heat Related Illness](#)
- [Children and Heat Related Illness](#)
- [Protecting Your Pets During Hot Weather](#)

*Article provided by UC Irvine Environmental Health & Safety*



### Sustainability Corner: UC Irvine Insights on Climate Change Survey

UC Irvine Campus Planning & Sustainability is conducting a survey to gain insight from our diverse campus community into the concerns, needs, and priorities of climate change impacts. Participants will contribute to climate resilience planning at the university and be entered for the chance to win a \$20 gift card to Mendocino Farms. Take the [survey](#) by August 15, 2023.



### Conversation Engagements

As we continue our commitment for embracing Diversity & Inclusion, the June and July's D&I Conversation Engagements focuses on [pronoun usage](#) and August and September focuses on [managing implicit biases](#). Implicit bias is an unconscious mental process that is activated automatically and primarily functions outside of a person's conscious awareness. We encourage you to join your department's conversations.



### 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



**Miguel Toro**  
Mover, Facilities Management

I have been at UC Irvine and in my current position for a year. I receive work orders first thing in the morning, operate vehicles to job sites, analyze the job task, communicate with team members, execute the job, communicate with customer and supervisor after completion. Provide moving disassemble and assemble furniture and equipment. Communicate through work cellphone.

**What are 3 words to describe your department?** Efficient, teamwork, and hardworking.

**What piece of advice would you give to a new employee?** Bring a positive attitude, leave your problems at home, communicate with you team members, ask for help with needed, don't do stuff by yourself.

**After a long day at work, what do you look forward to the most?** My family.

**What is the weirdest thing you've ever eaten?** Oysters.

**Motto or Personal Mantra:** Never say never, never say "I can't."



**Martha Espinoza**  
Public Safety Responder, Police Department

I have been at UC Irvine for over three and a half years and in my current position for the past one and half years. As a Public Safety Responder (PSR), I get to serve both the UC Irvine campus and the UC Irvine medical center community. I respond to non-emergency calls for service such as providing safety escorts to students and staff, assist with fire alarms, assist in traffic control if needed, conduct mobile and foot patrol checks, assist in lost and found property calls, and participate in community engagement events. On campus, PSRs help with the UC Irvine Bicycle Education and Enforcement Program, a program that educates on bicycle safety, registering and safely securing bicycles.

**What aspect of your job do you enjoy the most?** Getting to work alongside the police officers and seeing firsthand the type of calls they respond to. I have learned so much by working with sworn officers and interacting with the people in the community.

**What is one accomplishment at work that you are most proud? Why?** I am most proud to receive the Public Safety Officer of the Year award. I felt happy and honored to earn this award because it highlights my work ethic and dedication to the department and the people we help.

**What do you like most about UC Irvine/department?** The connections and camaraderie you get to build with the people in the department.

**Favorite travel spot?** My favorite travel spot is the beach because I get to do some of my favorite activities, which consist of reading, meditating, paddle boarding, and fishing. I would say fishing is my favorite activity to do when I go with a couple of my friends, and we all have a good time on the boat.

**Before your time at UC Irvine, what was your most interesting or oddest job?** The most interesting job I ever had was working as a bus driver for Anteater Express when I was a student at UC Irvine. I got to drive the old bluebird buses to the new 40-foot electric buses they have currently on campus. I had fun as an Anteater Express Operator, and I learned how to parallel park a 40-foot bus, which I thought was a good skillset to know!

**Motto or Personal Mantra:** It might be cliché, but a personal motto of mine is live today because tomorrow is never promised. My dad taught me that, so I learned to value the people I have in my life.



**Teresa Ishikawa**  
TDS Operations Supervisor, Transportation & Distribution Services

I have been with UC Irvine for seven years and in my current position for one year. I oversee the Transportation and Distribution Services main office providing customer service in support of our parking

permit sales and operations.

**What aspect of your job do you enjoy the most?** As I have a passion for public service and helping others, I truly enjoy the opportunity to serve our campus community every day. I am happy to be a part of this vibrant campus that works together towards a collective vision and mission in support of our students and academic fields.

**What do you like most about UC Irvine/department?** What I like most about my department are the people I have the privilege of working with every day. Serving the campus alongside these amazing individuals makes me proud and grateful for my work environment and community.

**After a long day at work, what do you look forward to the most?** I look forward to spending time with my family and asking them about their day. They are the joys and light of my life.

**Favorite travel spot?** I love traveling anywhere when I have the opportunity. Desert scenery and landscapes come to mind as my favorite road trips I've taken, so I would say that any southwest destination tops my list.

**People would be surprised if they knew:** I love to sing (and play a little guitar). It's always been a passion and brings me such joy, especially singing in the car on my way home from work. Music is a wonderful gift we've been given!

**Motto or Personal Mantra:** Do your best - such a great motto to have in life and fitting advice!



**Sheila Mercer**  
Senior Personnel Analyst, UC Irvine UCPATH

I have been at UC Irvine for 32 years and have been in my current position for the last three years. Using my expertise and experience starting as a department assistant and progressing to a Senior HR Analyst, I am currently part of the campus' UCPATH Training and Support team. Our role is to provide system training to new transactors and to provide guidance to current transactors as they navigate and process simple and complex HR and Payroll transactions.

**What aspect of your job do you enjoy the most?** Our team takes very seriously being able to be an effective and supportive resource to those who use UCPATH. Our transactors look to us both as their first and last option. It is very heart-warming to hear from our various users that we 'saved the day'! It lets us know that we are accomplishing our goals, our training is effective, and we have measurable impact on those within our service community.

**What do you like most about UC Irvine/department?** The UC Irvine's UCPATH team is made up of a group of talented experts who have a varied experience. Everyone on the team has always been willing to share their expertise and have an open mind to learn something from each other. Training and instructional design was a new venture for me, I'm happy that I began this journey with people who are generous with their knowledge. I've learned so much and I'm glad I can share my experiences toward the project's success and continued user support.

**Favorite travel spot?** Anywhere that has an ocean view!

**People would be surprised if they knew:** I played cello with the LA Junior Philharmonic...a very long time ago!

## DFA NEW HIRES

DFA new hires hired between May 1, 2023 to June 30, 2023.

**Accounting & Fiscal Services:**

- Ashley Vuong
- Susan Rose

**Environmental Health & Safety:**

- Rochelle Radzyminski

**Facilities Management:**

- Damon Powell

**Police Department:**

- Andrew Maldonado
- Estevan Alvarado

**Transportation & Distribution Services:**

- Alyssa Derham
- Fabian Gutierrez



