Members Present:
Rosemary Martin-Ocampo, University Relations
Jessica Potts, Mathematics
Susan Sainz, CBS Deans Office
Carla Lacey, Student Academic Success Center
Karen Nofziger, HARCS
Letha Sines, University Outreach & International Programs
Nora Orozco, CAES
Lisa Borchard, Undergraduate Studies
Kathy Miner, Economics/Military Science/History
Mary Ann Mellor, School of Education
Allison Mitchell, Information & Education Technology
Lourdes Gomes, Student Housing
Cheryl Coats, CBS

Members Absent:
Dee Madderra, Plant Sciences
Binnie Singh, Academic Personnel
Steven Albrecht, Graduate Studies
Meshell Hays, Computer Science
Pam Mazanet Belleau, Vet Med
Sandy Higby, School of Medicine
Denise Christensen, Electrical and Computer Engineering

Invited Guests:
Chris Carter, Budget and Planning
Karen Hull, HR
Marion Randall, HR
Carina Celesia Moore, SDPS

- Committee Reports:
   No reports due to the number of invited guests.

- Special Guest: Chris Carter - Budget and Planning: Chris gave an overview of the current UC budget reductions with an emphasis on cuts to UC Davis. Campus is still using the $68M target despite the potential increasing related to the Governor’s may revise. Deans and Vice Chancellors have been provided target figures and it is their responsibility to pass the cuts down to the department/unit level. Chris did say that the budget figures sent to Deans and Vice Chancellors are not expected to decrease and
should be considered the best case scenario. Chris will come back to the ADMAN BOD to talk about the decentralization of benefits.

- **Special Guest: Carina Celesia Moore – SDPS Updates:** Carina discussed the idea of succession planning and talent management. We have a large population of staff who will be retiring over the next several years so it is important to retain our talent. The supervisor tool kits offers are variety of tools out there to help a manager manage and support talent.

  New Employee Orientation is now online and Carina encourages us to all take some time to look at this.

  Carina discussed the different levels of supervisor training available through SDPS as well as the ULearn library for online training.

  SDPS launched the Staff Learning News Bulletin in January 2011. This is a one page email newsletter which highlights information related to SDPS. If you are not already a subscriber, you can email SDPS to be added to the list serve.

  Leadership Challenge ran three times during the 2010-11 academic year and will run again in 2011-12.

- **Special Guests: Karen Hull and Marion Randall – Human Resources:**

  Marion Randall provided an update regarding Career Compass. EH&S, IT, Student Affairs, and Analysts job descriptions will be available through Career Compass by the end of July 2011.

  Unrepresented employee evaluations will be available in an online database for the 2010-11 review. The staff member would submit their summary of accomplishments online which would then route to his/her supervisor. The supervisor would then complete the evaluation online. The supervisor would have the ability to route the document to either a reviewer or straight to the department approver. Information about this new system will be sent out within the next month.

  Karen Hull gave an HR budget update. The following staff services will be reduced as part of the HR cuts.

  - One on one retirement counseling. Group counseling will be available free of charge. One on one counseling will be available for an estimated fee of $375 - $400, start to finish.
  - Childcare subsidy will be cut.
  - One on one counseling through ASAP will no longer be offered.
  - Mediation services will be limited.

  UCOP is considering having a UC based HR/Payroll service center which would serve all 16 locations.

  Next board meeting will be held:

  Special guests:

  **Sponsored Programs**—Ahmad Hakim-Elahi, Kathleen Nolan, Jessica Harlan

  June 16, 3-5pm, 357 Hutchison Hall
  All members are welcome!