ADMAN Board of Directors
Meeting Minutes
February 17, 2011 (2-5pm)

Members Present:
Rosemary Martin-Ocampo, University Relations
Jessica Potts, Mathematics
Susan Sainz, CBS Deans Office
Kathy Miner, Economics/Military Science/History
Lisa Borchard, Undergraduate Studies
Sandy Higby, School of Medicine
Pam Mazanet Belleau, Vet Med
Allison Mitchell, Information & Education Technology
Letha Sines, University Outreach & International Programs

Members Absent:
Dee Madderra, Plant Sciences
Carla Lacey, Student Academic Success Center
Mary Ann Mellor, School of Education
Meshell Hays, Computer Science
Steven Albrecht, Graduate Studies
Nora Orozco, CAES

ADMAN Member Attendees:
Tracy Lade, Physics
Janet Brown Simmons, Plant Pathology
Julia Prather, Geology
Elizabeth Vazari, ARM

Invited Guests:
Dean Gibeling, Graduate Studies
Juliann Martinez, Staff Advisor to The Regents
Penelope Herbert, Staff Advisor to The Regents
Kelly Ratliff, Associate Vice Chancellor, Budget

• Committee Reports:
  o **ABOG**: May 1 – 3, 2011 at the Oakland Marriott, Sandy and Meshell are still looking for volunteers to help with the hospitality suite.
  o **Academic Streamlining Project**: No Report.
  o **CCC&D**: No Report.
  o **CCFIT**: Tracy Lade meet with Michel Platton from ARM to further discuss the ADMAN memo for IT solutions. Plant Path is creating a portable confidential
voting system. ARM will be working on an EDMS system. Pat Conners team is working on a purchasing system. ARM will be looking at developing an onboarding tool. Keys and nams will be imported to Facilities link. The Law School has developed a web based calendaring tool.

- **DaFIS Steering Committee (Kuali):** No Report.
- **Ed Tech:** No Report.
- **Email Committee:** Email committee has been broken into three sub committees. Committee report due out in mid-March. Tracy Lade will send report via email.
- **Kuali Coeus:** No Report.
- **MIV Oversight:** No Report.
- **HRIC/HRAC/Career Compass:** No Report.
  - **SDAAC:** ADMAN co-sponsored Principals of Community event 3/3/11, noon-1pm, Kings Lounge. Soaring to New Heights 04/19/11
  - **SSC:** Project teams have formed in the areas of IT, Payroll, Finance, and HR. The teams will focus on standardizing streamlining processes. Karen Hull is also holding a bi-monthly meeting with academic administrative deans and chief operating officers of administrative units to all parties updated on SSC progress.

- **Graduate School Proposal:** Dean Gibeling provided a high level overview of the restructuring proposals titled *Proposal to Reconstitute the Office of Graduate Studies as the Graduate School at UC Davis* and *Proposal to Reorganize Administrative Services for Graduate Education*. The proposals are a draft at this point. Dean Gibeling has been meeting with groups all over campus, requesting feedback. We had a limited amount of time, so we will collect questions from the ADMAN membership and ask Dean Gibeling back for a follow-up question/answer session.

- **Staff Advisors to The Regents:** Juliann Martinez and Penelope Herbert solicited feedback regarding the general feeling amongst staff.
  - **Morale Low**
  - **SSC creating a 3rd layer of managements**
  - **As covered employees continue to reach negotiation agreements, what will happen to the 99’s.**
  - **Why has it taken the UC system so long to develop IT solutions**

The Staff Advisors confirmed that our general comments are what they are hearing throughout the UC system.

- **Budget Update:** Kelly Ratliff, Sue Lin, Sarah Magnum, Jason Stewart provided a 1-hr overview of the current campus budget. Current UCD budget shortfall for 2011-12 has reached $60 - $66 million. Kelly went over the Budget Planning Principles and Strategies as well as the current list of budget ideas. The next step will be to prioritize the budget ideas list. Campus is working on a new incentive based budget model which will be in place for the 2011-12 allocations. For more information, visit: http://budgetnews.ucdavis.edu/

Next board meeting will be held:
March 17th, 3-5pm, 357 Hutchison. All members are welcome!