FACULTY/STAFF PARTNERSHIPS
CUCSA FOLLOW-UP REPORT

Committee Charge

Survey the campuses and labs to discover what new partnership activities have been initiated since the July 2003 report. Publish a follow-up report in June 2004 of the new partnerships identified and make recommendations for UC-wide "best practice" faculty/staff partnerships.

Executive Summary

The Council of UC Staff Assemblies (CUCSA) formed a work group in January 2004 to follow up on what progress has been made in increasing examples of "best practice" faculty/staff partnerships UC-wide. The following report contains many successful partnerships on the different UC campuses and labs as well as a summary of the importance of faculty and staff partnerships to the University from a staff perspective.

The committee has found that overall the campuses and labs are continuing to take steps to improve the faculty and staff partnerships. Effective communication between faculty and staff has increased leading to a greater awareness of the importance of each group to the other. Faculty members have high demands and workloads that include teaching, campus committee service, their individual research projects, and the advising and supervising of students. Staff members also have high demands and workloads serving the same mission as the faculty serve. Faculty and staff both play key roles in this University and their partnerships are crucial to the overall success of the University in all areas of its mission. As partnerships continue to improve among the faculty and staff, a stronger campus community and a stronger University is built.

Recommendations

UC campuses and labs have initiated programs that make a difference not only in their area but UC-wide. The following is a list of recommendations for UC-wide initiatives:

Budget Forum and Roundtable - A forum to discuss complex UC budget issues. This panel would include faculty and staff working together to initiate a cost savings plan for their departments and/or units. What a difference it could make to promote teamwork between faculty and staff and help the campuses save resources. (UCLA)

Faculty and Staff Partnership Award Program – The first Faculty and Staff Partnership Award program has been initiated by UCLA to recognize faculty

members who actively develop and encourage faculty and staff partnerships. The eligibility criteria that is used was commitment to the values of collaboration and collegiality by developing partnerships with staff; career of service reflecting a strong commitment to the University's mission of teaching, research, and community service; initiative, innovations and creativity; and significant accomplishments.

Faculty and Staff Retreats – Faculty and staff retreats have been initiated at several campuses at the department level. The ultimate purpose of these retreats is to gain a better understanding of what resources are needed and available, and to maintain and improve the stature of a department. These retreats are a great example of faculty and staff partnership effort.

FACULTY AND STAFF PARTNERSHIP ACTIVITIES SINCE 2003 REPORT

The following is a summary of new activities identified since July 2003.

UC Berkeley

Principles of Community and Diversity Project Focus – This project focuses on faculty/staff collaboration, along with student and alumni. There is mutual interest in reconvening discussions of creating task forces on specific issues, i.e. grant administration, that affect faculty/staff partnering and relationships. It is on the campuses and Academic Senate's priority list.

UC Irvine

Task Force on Staff Growth, Recruitment, and Retention
In 2001, the Chancellor established a task force that included Faculty/Staff partnership related issues. Currently, the Chancellor's Advisory Committee on the Status of Staff also includes faculty/staff partnership issues. Ongoing neighborhood meetings are held to provide a forum for ongoing dialog and feedback on issues. Web site: http://www.chancellor.uci.edu/initiatives/zot2.html

UCI Academic Personnel Office
To help department chairs understand the campus resources available to help them in their leadership role, the Academic Personnel Office developed a Department Chair's Guide to Administrative Resources in Fall 2002. This web-based reference includes a section on HR administration and a list of administrative campus contacts. The Academic Personnel Office provides on-going training for faculty and administrators, with topics such as labor relations, new contracts, etc. The Associate Executive Vice Chancellor for Academic Personnel meets monthly with personnel officers to discuss topics including staff turnover and training for new staff. Academic Personnel is meeting with Human Resources to establish a direction for next year, including Faculty / Staff relations. Web site: http://www.ap.uci.edu/Guides/chair/chair_guide_cov.html

The College of Medicine "House Staff Well-Being Program"
This program for medical residents is centered on the state of balance between lifestyle, emotion health, and professional responsibilities. Well-being is achieved when the resident physician functions optimally in an ever-changing internal and external environment. The program includes workshops, remedial assistance, referral services and prevention programs.

On-Going Programs
The University continues to provide training to all staff and faculty through the Learning Education Advantage Program (LEAP). In coordination with University Extension, programs including Management Skills Assessment Program and the Effective Supervision Certificate are geared towards improving the skills of faculty and staff. Individual courses in Management, Personnel, and Recruitment/Hiring are offered each quarter. Classes are available at various times and fees for taking this course are covered by the University.

The Diversity in Medicine course, co-sponsored by the College of Medicine and the Office of Equal Opportunity & Diversity, provides information to assist healthcare professionals and medical students maximize the quality of patient care in a diverse society. Participants learn the customs, values, and behavior patterns of various cultures and how these factors affect health, illness, and the giving and receiving of health care. The course is open to faculty, staff, students, and community members. Web site: http://www.eod.uci.edu/training1.html

The UCI Advance program promotes the change of culture in the University by addressing gender inequities in the faculty. The program goals are to increase the recruitment of women into Science, Mathematics, Engineering and Technology disciplines and provide a network of support and guidance to ensure that they develop to their fullest potential across the entire campus. These efforts will include workshops and seminars designed to bring about equity awareness and promote advancement and networking. Web site: http://advance.uci.edu/home.html

UC Los Angeles

Academic Senate/Staff Partnership Forum on Budget Reductions
In March 2004, Campus Human Resources co-sponsored a special Academic Roundtable panel discussion with UCLA's Academic Senate leadership, inviting Management Services Officers in academic departments to attend. The session was well received and helped to foster joint efforts and mutual support among departmental faculty and staff in their efforts to address complex budget requirements. Attendees were encouraged to work together in generating cost savings ideas for their departments and for the campus as a whole.

Staff and Faculty Counseling Center (SFCC)
The Staff and Faculty Counseling Center (SFCC) through our work with faculty members and staff in academic and administrative departments, has provided a number of services to enhance working relationships and to support employees' work-life needs. New Work-Life programs presented over the last year include Workshops on Parenting, Eldercare, Stress Reduction, and Managing Chronic Pain.

Mediation of Complaints
The Staff Affirmative Action Office engages in mediation activities, when appropriate, for matters related to alleged discrimination/harassment/retaliation involving faculty and staff. We have partnered with the Office of Academic Personnel and with the Campus Ombuds Office to address and resolve complaints filed by staff employees or students against faculty members, and vice versa.

Mentorships
The Training and Development unit of Campus Human Resources sponsors several staff development programs that include a mentorship component. A key example is the Professional Development Program, in which staff participants are matched with mentors, including senior faculty and administrators, to benefit from their career wisdom and management perspective. They typically meet monthly throughout the program year, engaging in a variety of experiences that provide opportunities for professional growth and skill development. Past mentors who have generously given their time include the Executive Vice Chancellor, Administrative Vice Chancellor, Associate and Assistant Vice Chancellors, Deans, Vice Provosts, Assistant Deans, and many directors and managers across campus.

UC Riverside

Committees
Visible efforts of staff and faculty partnerships are occurring on search committees for upper level administrative positions (e.g. Executive Vice Chancellor's and Vice Chancellor's) and on the Chancellor's Committee on Campus Morale. The 2003-04 Staff Assembly at UC Riverside has initiated efforts to increase the partnership with faculty by proposing a campus book modeled after UC Davis' campus and also by adopting of a mission statement "Principal of Community."

UC Riverside has initiated high-level committees: Campus Welfare and a Chancellor's Committee on Campus Morale. Our goals are to initiate additional connections with the Academic Senate and Staff Assembly in the future.

UC San Diego

New UCSD Leaders
In March 2003, the Academic Affairs Office at UCSD initiated a training program for all new department heads with the goal of having well prepared department chairs and to advise them on understanding the implications of sound management issues and on the best practices for supervising at the University. This program came about through the Staff Retention and Support Steering Committee that was organized in 2000 to follow through with measures to improve UCSD partnerships and staff morale.

Committee
The Human Resources Department at UCSD has initiated a Quality of Work Life Advisory Committee for faculty and staff to touch on policies of better life initiatives. This advisory committee will assist in providing guidelines and to improve the quality of work life on campus, including alternative work schedules and telecommuting options

Events
The UCSD Chancellor's 5k Challenge is an annual campus event that brings faculty, staff, and students together to raise funds for the Chancellor's Scholarship Fund. The Chancellor's Challenge was initiated in 1996 and has raised over $850,000 for undergraduate scholarships. This is a great example of a faculty/staff partnership event!

The LGBT Resource Center has instituted a new program called 'Inside the Professors Studio' modeled after the successful, 'Inside the Actor's Studio' TV Series. Faculty gives presentations on their personal lives outside the classroom. Staff and students who attended these talks were able to connect with faculty on a different level. The LGBT Resource Center serves as a community resource to faculty, staff, and students.

The Cross Cultural Center has an event called the "All People's Celebration" where faculty, staff, and students are nominated by their peers for their contributions and efforts to increase multicultural understanding at UCSD and in the surrounding community. The Cross-Cultural Center provides a wide range of services to UCSD students, faculty, and staff in fulfilling the cross-cultural mission at UCSD.

UC Santa Barbara

A new online training program on harassment has been initiated to encourage faculty and staff to take the online course. This program has specific versions for faculty, supervisory staff, non-supervisory staff, students, student employee and campus guests. Web site:
http://www.newmedialearning.com/psh/ucsb/index.htm

UC Santa Cruz

Since 2002, the Staff Advisory Board at UC Santa Cruz has conscientiously and methodically created ways to foster, build, and maintain faculty and staff relationships and partnerships. The following is a list of success stories from UC Santa Cruz:

Staff Membership on Campus Welfare Committee
This committee promoted conversation between faculty and staff resulting in a greater percentage of allocation of campus housing for staff. It also promoted staff issues among faculty & campus Principal Officers.

Events
Faculty members and staff presented awards for the first time at an appreciation event for the outgoing Chancellor. In addition, the Staff Advisory Board invited faculty to participate in their monthly meetings to hear staff issues and share with the faculty. Faculty have joined forces with the Staff Advisory Board in honoring Staff at our Annual Appreciation Breakfast by giving generous gifts for raffle prizes and publicly acknowledging staff.

Thumb's Up Awards
The "Thumb's Up" Awards is a formal program co-sponsored by the Staff Human Resource Office as a means of acknowledging staff groups and individuals for their work and University service. During FY2003-04, the campus had the highest participation of faculty nominating staff in the history of the program!!!

Lawrence Berkeley National Laboratory

Since the 2003 workgroup report of 2003, Lawrence Berkeley National Laboratory (LBNL) has made some positive movement towards joint research and administrative staff initiatives. While below are just two examples, they show a new interest by the Laboratory management, as well as, effected scientific and administrative staff that working together we can create a solid foundation for the future direction of the Laboratory community.

Best Practices Diversity Council
LBNL has initiated the Best Practices Diversity Council whose membership includes both the scientific staff and administrative staff. Through this working group, each of the Laboratory's Divisions have created a results-oriented Workforce Diversity Action Plan to build "a community in which diversity is valued, cultural differences are respected and even celebrated, and individuals perceive fairness and equity across the board."

Training Academy
The Administrative Services Department has also taken on a concerted effort of working with the research and administrative staff as well as Laboratory management to create a Training Academy to assist administrative staff in obtaining the necessary skills to enhance their abilities in their current positions, as well as, to open doors to promotional opportunities within the Laboratory.

Los Alamos National Laboratory

The University of California, for the U. S. Department of Energy, operates The Los Alamos National Laboratory (LANL). While a part of the UC system, the Laboratory is not a campus; hence, a faculty/staff partnership doesn't exist in the true sense of the definition. However, during our 60 years, the Laboratory has instituted programs of mutual benefit to both employees and management.

In January 2004, the Senior Executive Team (SET) approved and adopted an institutional Code of Ethics. This code encompasses professional standards and codifies these principles into one document. Our interpretation of the term "ethics" means principles of right or good conduct in the workplace and is not an attempt to legislate individual morals or values. The code began as a grass-roots effort by the Laboratory's institutional Diversity/Affirmative Action Board (D/AAB). The code was also created by looking at leading companies and other Department of Energy facilities to learn about the content, implementation and impact of codes of ethics in other organizations and by consulting with ethics professionals, the SET, division leaders, the Employee Advisory Council (EAC), the Science and Engineering Advisory Council (SEAC), and Laboratory Fellows. The D/AAB reasoned that a well-articulated code of ethics, supported by all levels of management, would help ensure the best possible work environment, support ethical behavior of the work force and aid in attracting a diverse pool of applicants. Employees were given the opportunity to comment on the draft code of ethics through a Web-based feedback tool. Comments were reviewed and, where possible, were incorporated into the final Code of Ethics.

LANL's Code of Ethics provides principles and examples of good workplace conduct for all Laboratory employees consistent with our Institutional Core Values. In addition, we have an obligation to adhere to all applicable laws, rules and regulations, including those policies of our respective organizations and professions. A productive work environment depends upon each of us modeling behaviors consistent with the Code and effectively holding each other and ourselves accountable.

Published on June 21, 2004

Workgroup Members:

Work Group Leader
Debra Bomar
UC San Diego

Rosemary Anderson
UC Santa Cruz

JP Eres III
UC Davis

Jacque Fowler
UC San Diego

William (Bill) Johansen
Lawrence Berkeley National Laboratory

William (Bill) Schmechel
UC Riverside