

Dear DFA colleagues,

I hope your new year is off to an excellent start! We had a great turnout at our last town hall with over [300 DFA employees in attendance](#). As you were arriving, I hope you had an opportunity to take note of our division's [2018 top accomplishments presentation](#). I am so proud of what each department has accomplished, and I am excited about our projects in the pipeline. A big thank you to our three town hall presenters:

- **Jacqueline Castaneda** - Custodial Services
- **Sheila Mercer and Margie Ikerd-Gyorgy** - UCPATH Project at UCI

We learned more about the [balanced scorecard](#), a framework for understanding *how* we will achieve our mission to advance UCI's brilliant future and our vision of becoming world-class campus partners. I encourage you to speak with your department head about your department's performance metrics and how the work you do relates to our division's purpose. For those of you who attended the town hall, please click [here](#) to offer feedback about the event.

Thank you for all of your hard work. As always, feel free to share your comments and suggestions by sending an email to [WithUForU@uci.edu](mailto:WithUForU@uci.edu).

With appreciation,

Ronald S. Cortez, JD, MA  
Chief Financial Officer  
Vice Chancellor, Division of Finance and Administration



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## In This Issue

- [From the CFO and Vice Chancellor](#)
- [2019 - Year of the App](#)
- [Rowland Hall Lab Renovations](#)
- [Department Outreach: Safety 2U](#)
- [IRS Announces New Mileage Rates](#)
- [Submit Your Nomination](#)
- [UCIBuy - New Landing Page](#)
- [Giving Back Update: Clash of the Cans and Toy Drive](#)
- [UCI Wellness Ambassador](#)
- [Employee Profiles](#)

## DFA Events

- **February 1 - March 29:** [Book Drive](#)
- **February 27 & March 2:** [Smart Cycling](#)
- **March 27:** [Supplier Showcase](#)

## UCI Events



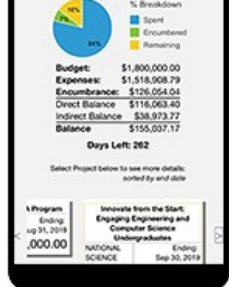
MISSION  
Advance UCI's  
Brilliant Future

VISION  
World-Class  
Campus Partners

VALUES  
Health & Safety  
Integrity  
Teamwork  
Change & Innovation

## 2019 - YEAR OF THE APP





*Hint: it will help expedite approval processes*

*Hint: it will point you in the right direction*

*Help us create the future—ideas welcome!*

2019 is the year of the DFA **With U • For U** mobile app. [Our mobile app](#) brings DFA's strategy to life—it uses technology to transform the way we serve our campus partners.

During our campus launch in October 2018, we introduced [My Receipts](#), a tool to facilitate the reimbursement process. This quarter, we are going to introduce ABO Mobile—a report in development by the Accounting & Fiscal Services team in collaboration with OIT. It will offer principal investigators and research administrators Award Balance Overview reports on-the-go. Select award information will be presented in an easy-to-access, easy-to-read format.

New features are under development; however, we welcome your ideas to help us identify what should come next. Please submit your ideas to [WithUForU@uci.edu](mailto:WithUForU@uci.edu) or contact Jen Swann ([jenifer.swann@uci.edu](mailto:jenifer.swann@uci.edu)) or Kelly Kadlec ([kkadlec@uci.edu](mailto:kkadlec@uci.edu)).

## ROWLAND HALL LAB RENOVATIONS



*Photo: students in a newly renovated lab.*

Last year, over 3,400 students enrolled in a general chemistry lab. This is approximately one third of each incoming freshman class, and with the current focus on STEM education, future growth is highly expected. The labs were in need of renovation as they had not been significantly renovated since 1968, when they were originally constructed.

Facilities Management is partnering with Physical Sciences to modernize lab environments. Dean Kenneth Janda stated, "Modernization of our teaching lab space and equipment has been one of my top priorities as dean. We can't offer a UC quality science education without great labs." On average, three to four labs undergo renovations. Renovated spaces enhance the learning environment, creates interactive work spaces, and better ensures the safety of all students and faculty. Labs are also modified to meet ADA compliance.

## DEPARTMENT OUTREACH: SAFETY 2 U





Photo: EH&S and UCPD staff at the Safety 2 U event.

On January 14, 15, and 17, Environmental Health & Safety (EH&S) hosted a three-day safety event in partnership with Transportation & Distribution Services (T&DS) and the Police Department. The event took place in the engineering quad, providing the campus research community with convenient access to DFA programs. Highlights include:

- EH&S completed 61 personal protective equipment (PPE) fittings, and provided fire extinguisher training and information on drone safety.
- UCIPD featured their [Community Safety Officer \(CSO\)](#) programs.
- T&DS discussed their [Bicycle Safety program](#) and handed out legally required bike lights!
- Researcher Dr. Heenam Kwon was [acknowledged for a Safety Spotlight](#), in recognition of her laboratory safety efforts. A recent Laboratory Building Safety Survey did not have any safety deficiencies and her staff was fitted with new eyewear during this Safety 2 U event.

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## IRS ANNOUNCES NEW MILEAGE RATES



The IRS implemented new mileage reimbursement rates for the use of private vehicles for business-related travel. The new rates are effective for expenses incurred on or after January 1, 2019:

- The reimbursement rate for the use of a private automobile for university business travel increased from 54.5 cents per mile to 58 cents per mile.
- The reimbursement rate for driving an automobile in connection with a move or relocation will increase from 18 cent per mile to 20 cents per mile.

Note that reimbursements for moving-related expenses, including mileage, are considered taxable wage income as the result of a 2018 tax law change. The [current mileage rates](#) can always be found on the [Travel Accounting website](#).

[See more news from Accounting & Fiscal Services.](#)

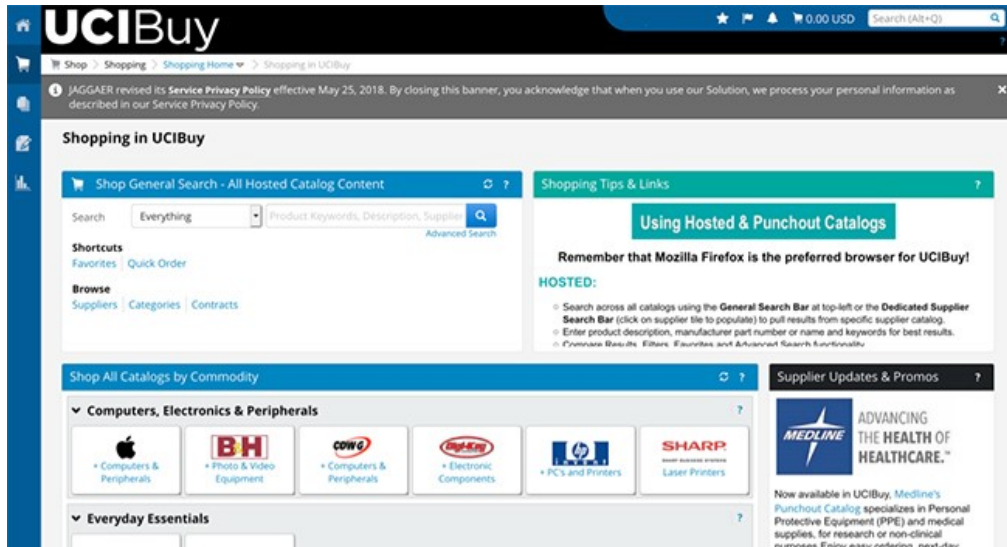
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Every day is an opportunity for colleagues, co-workers, and managers/supervisors to recognize the great work of our people in the following categories: **CARE** (Customer Appreciation Repeatedly Expressed), **IDEA** (Innovate Discover Encourage Achieve), **SAFE** (Safety Award for Excellence), and **TEAM** (Together Everyone Achieves More).

Submit your online nomination in [English](#) or [Spanish](#).

## UCIBUY - NEW LANDING PAGE



[UCIBuy](#) streamlines the KFS requisitioning process (Rapid Requisitions) by auto-populating many fields with established prices, object codes, commodity codes, and more.

The new landing page offers a general search bar and direct access to individual catalogs, while still providing basic guidance and site information. Supplier catalog announcements, procurement-related events, initiatives, and supplier-specific user guides are now conveniently displayed in the new dashboard. Supplier catalog tiles are arranged alphabetically in their commodity group and some sections feature a 'scroll-to-view' functionality for effective use of space.

*Mozilla Firefox remains the preferred browser for UCIBuy.*

[See more news from Procurement Services.](#)

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## GIVING BACK UPDATE: CLASH OF THE CANS AND TOY DRIVE

Thank you to everyone who contributed to the success of these two annual "giving back" events!

### Clash of the Cans



*Photo: Results of 2018 Clash of the Cans.*

Through a campuswide effort, we donated 1,358 pounds of food to the UCI FRESH Basic Needs Hub and OC Food Bank. UCI Transportation and Distribution Services will continue its community outreach efforts with the [annual book drive](#), running now through March 29.

### Toy Drive





Photo: UCIPD staff with toys donated in the 2018 Toy Drive.

Keeping with tradition, the toys were gifted to children at the UCI Medical Center, specially delivered by our Police Officers, CSOs, UCI athletes, and Peter the Anteater. The team made their way around to children's bedsides to surprise them with a toy and a special greeting from Peter. Hospital staff expressed tremendous gratitude because they see the struggles that parents endure—gifting toys is a small gesture to show parents how much they appreciate being trusted to care for their children. Given the many donations received, a majority of the toys were left behind with the hospital staff so they could continue to gift toys to hospital patients throughout the month of December. The remainder of the toys were donated to Crime Survivors, Beckman Laser Institute, and the Ronald McDonald House.



UCI Wellness Ambassadors are volunteers at all UCI Locations that help create a culture of health within the workplace by promoting employee participation and engagement in Wellness programs, services, and events. If you have enthusiasm and passion for wellness, join our 2019 UCI Wellness Ambassador team and play an important role in creating a healthy work environment and culture at UCI.

[Sign Up Now to Become a 2019 UCI Wellness Ambassador.](#)

## EMPLOYEE PROFILES



### Belinda Manalac, Safety Specialist, Environmental Health & Safety

I have worked at UCI for 16 years and have been in my current position for 13 years. I help keep UCI's employee community safe and healthy through injury prevention focused safety trainings, one-on-one ergonomic evaluations, and safety site inspections.

**What are some upcoming trends or challenges that you see in your field?** I work with employees to set up their office and computer workstations to find more comfortable working set up. And I could see the trend and transition to Virtual Reality desktops. They're already available. We'll soon be working through and wearing VR glasses.

**What do you like most about UCI/department?** The diversity is prominent at UCI. I see diversity not just in the student and faculty but also in all of the working communities. There is diversity in departments with their different functions and disciplines. Our department is rich in diversity of culture and personalities that we value and is vital to our creativity. Even within the diversity of my own work keeps me on my toes. The best part is bringing in all those aspects of diversity and making it all work together to build a strong unity.

**After a long day at work, what do you look forward to the most?** I look forward to walking my dog, Truman. Sometimes we walk for 2 miles or sometimes just to the corner pet supply store to get a free treat.

**What is the weirdest thing you've ever eaten?** If there's anything unusual or weird in the menu, I will order it. I had mutton tripe in Paris, wagyu liver in Japan, and tried deep fried crickets and worms in Thailand.

### Bojidar Petkov, Building Automation Technician, Facilities Management

I have worked at UCI for 12 years and have been in my current position for seven years. I am responsible for working on automated building control systems.

**What aspect of your job do you enjoy the most?** By having broad variety of building automation systems on campus and the way the technology impacts our trade put us in situations of constant learning curve, that's the aspect of my job I enjoy the most.

**If Hollywood made a movie about your life, who would you like to see cast as you?** Nick Nolte



**If you were to write a book about yourself, what would you name it?** Is that the same person I used to know?

**Motto or Personal Mantra:** Everything created by man is repairable by man.



**Kelly Schoby, Senior Administrative Analyst, Accounting & Fiscal Services**

I have worked at UCI for 11 1/2 years and have been in my current position for six years. I respond to emails and phone calls to the Kualii Financial System (KFS) help desk. I also create online training and give in person classes on how to use the Kualii Financial System and test new features/eDocs.

**What aspect of your job do you enjoy the most?** All of it. Helping and training Kualii Financial System users is very rewarding. Testing new features and eDocs is fun. Creating new training material is equally fun and challenging.

**What piece of advice would you give to a new employee?** You're learning, be patient with yourself.

**After a long day at work, what do you look forward to the most?** Listening to music and spending time with my family.

**Before your time at UCI, what was your most interesting or oddest job?** I was a lunch lady at an elementary school for one school year.

**People would be surprised if they knew:** I used to play Roller Derby. My derby career ended when I broke both of the bones in my lower leg. I spent just over a year learning to walk again.

**Motto or Personal Mantra:** Always be respectful to yourself and others.

**UCI** Division of Finance and Administration |  With U • For U

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