

WITH U • FOR U

DFA Employee Newsletter



A message from
Chief Financial Officer and
Vice Chancellor Ronald S. Cortez

**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,

Last week's [message from the Chancellor](#) detailed what's next for UCI in regards to reengaging campus operations, and informed the campus community of the [Strategic Advisory Group \(SAG\)](#). SAG is a diverse group of campus leaders tasked with mapping out the details related to our workforce, research, students (current and prospective), instruction (undergraduate and graduate), health (patient and public), technology, and business operations.

As announced in the email, return to campus will be conducted in phases and departments/units will be informed when it is their time to prepare plans to return back to campus. Please continue to visit UCI's information hub at www.uci.edu/coronavirus for updates throughout the coming weeks.

In addition, President Napolitano [issued a letter](#) updating the UC community on several key decisions that she and the chancellors have agreed to in order to respond to the significant financial impacts of the COVID-19 pandemic on UC and the ongoing budgetary uncertainties.

I am so proud of the work that our division puts forth to support the campus and how well we have adapted under our current circumstances. As many of you have probably assumed, we will not host our annual team building picnic this summer. I really look forward to our team building events, and appreciate the time many of you made to attend the coffee chats over the last two weeks. My team and I will continue to schedule virtual engagement activities. If you have any ideas, please send your suggestions by completing this [form](#).

With appreciation,

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

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DFA Events

May 1 - 31:

[National Bike Challenge](#)

May 21:

[DIY Bike Maintenance Tutorial](#)

May 22 | 1 - 3 p.m.:

[LSS White Belt Training](#)
(via Zoom)

May 22-27:

[UCPath Downtime](#)

May 28:

[Bike Friendly Driver](#)

June 13 | 10 a.m.:

[UCI Virtual Commencement](#)

June 18 | 9 - 11 a.m.:

[LSS White Belt Training](#)
(via Zoom)



DFA Balanced Scorecard Strategy

*The Division of Finance and Administration (DFA) serves all UCI students, faculty, staff, and visitors. We are **With U • For U**—working alongside you, in support of you—as planning partners, problem solvers, and solution providers who maintain a safe and attractive physical environment and offer professional services and support.*



Learning and Growth: UCI Enterprise Resources

UCI Division of Continuing Education (DCE) made available thousands of free online classes to UCI staff:

Udemy for Business

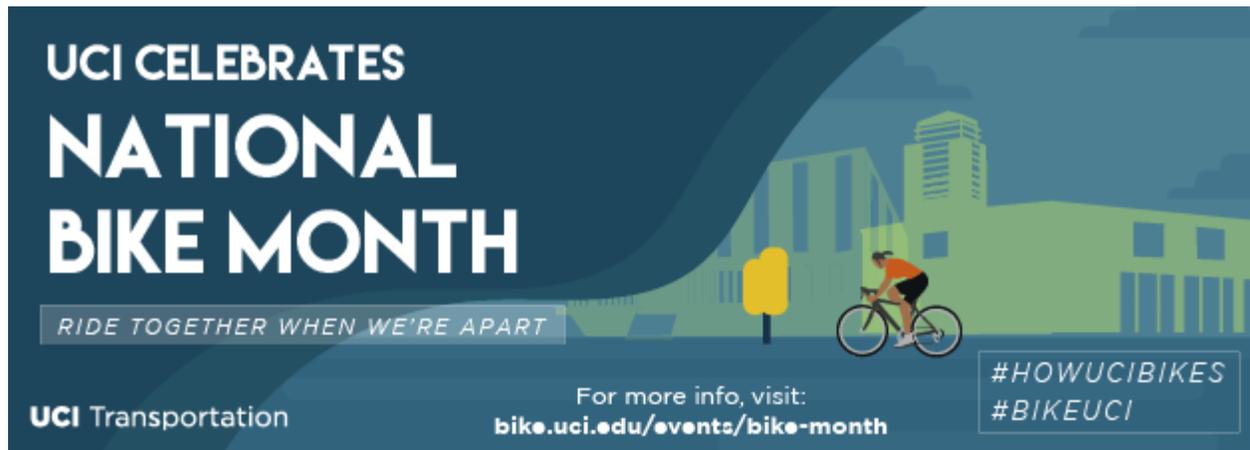
UCI staff now have access to Udemy's selection of more than 4,000 online courses taught by industry experts. Categories include leadership and management, project management and operations, finance and accounting, IT operations, etc. Learn more and enroll at [UCI's Udemy for Business](#).

UCI on Coursera

For a limited time, access over 100 UCI classes for free until July 31, 2020. Choose from a wide-variety of topics such as excel for business, data visualization, agile and product management, business leadership, communication, and managing change. Use your UCInetID to join [UCI on Coursera](#).

Please email WithUForU@uci.edu with any questions.

Article provided by Office of the CFO and Vice Chancellor



Virtual Bike Month

UCI Transportation is excited to celebrate Bike Month virtually with the campus this year! Your safety is our priority, so we will share our love of cycling through our online events and challenges during the month of May. As you continue to do your part in slowing the spread of COVID-19, we encourage you to cycle indoors on virtual rides or enjoy outdoor rides in non-crowded areas. By participating in our virtual Bike Month events, you will earn digital tickets for the chance to enter prizes drawings at the end of the month. Have fun cycling while committing to sustainability and supporting our community's safety. For more information, visit bike.uci.edu/events/bike-month.

Article provided by Transportation & Distribution Services



Anteaters At Home

Explore '[Anteaters At Home](#)' for online programs this Spring from UCI Campus Recreation, including live stream group exercise classes, workout videos, recipes, and eSports.



Best Practices for Working Remotely

Check out [UCI HR's Telecommuting Engagement Tips](#) on some best practices to share with your team to help make working remotely work for them.



DFA Support Services: Human Resources

DFA Human Resources provides strategic partnership, operational consultation, support and services on a variety of people-related matters such as implementing Human Resource (HR) initiatives, interpreting and applying HR policies and practices, strategic staffing, delivering consistent and complete onboarding and off-boarding procedures, as well as consultation and partnership in such areas as organizational and team effectiveness and advancing employee engagement and development initiatives.

DFA HR also works closely with Campus HR and [Employee Experience Center](#) and serves as an HR central contact point for DFA on topics related to employee and labor relations, employee leave administration and workers compensation, talent acquisition, compensation and classification, benefits and other related processes impacting the employee workforce at DFA, including working within the current Position Management Program for your staffing needs.

For immediate assistance regarding your HR needs, you can contact the **DFA HR direct line at [\(949\) 824-9422](tel:949-824-9422)**.

In addition, for answers to many COVID-related questions, we invite you to access the HR site dedicated for a wealth of resources around such items as telecommuting, COVID-related employee leaves, child care options, as well as several self-care and wellness sources: <https://hr.uci.edu/disaster-relief/corona-virus.php>.

Article provided by DFA Human Resources



UCI is 10 for 10 in 2020!

UCI has been competing in [RecycleMania](#) each year for 10 years and has maintained its Top 10 ranking, each year. UCI has sealed its position in the top 5% of the nation again and [ranked seventh](#) overall in the Diversion Category.

RecycleMania is an annual, international competition that takes place between February and April. It is an opportunity for schools to compete and demonstrate who has the best recycling program. Promoting recycling and reuse on campus is the primary goal of the competition.

Help us maintain this momentum all year long by recycling, reusing, and reducing!

Go Anteaters! Zot Zot Zot!

Article provided by Facilities Management



UCI Health Fit-testing Effort

EH&S Industrial Hygiene staff fit tested 551 UCI Medical Center staff over a six-day period.

Additionally, EH&S is distributing face coverings for essential workers. Please [visit the website](#) for additional information.



5 Ways the Coronavirus Empowers Greater Climate Action

There is no doubt the coronavirus outbreak has awakened a new way of life. This pandemic has quickly led us to adopt new behaviors and adapt lifestyles in ways that were unimaginable just a few months ago. In a profound way, COVID-19 has not only given us greater reason to protect our health, but also our planet. [Click here to read more.](#)



DFA Employee Recognition Program Relaunch

- Moving to a new digital space
- Offering more opportunities to recognize all nominees
- Same value-based recognition categories:
 - **CARE** (Customer Appreciation Repeatedly Expressed)
 - **IDEA** (Innovate Discover Encourage Achieve)
 - **SAFE** (Safety Award For Excellence)
 - **TEAM** (Together Everyone Achieves More)

Details and call for nominations coming soon!

EMPLOYEE PROFILES



Elvira Gonzalez
Custodian, Facilities Management

I have been with and worked for UCI for over 9 years. I am a custodian for the Facilities Management department. I clean for the university to provide a clean campus for our students.

What aspect of your job do you enjoy the most? The aspect that I enjoy the most is having great co-workers, a great team and a good supervisor.

What do you like most about UCI/department? What I like the most is working for the custodial department - a team that is always making sure staff is recognized for the hard work.

After a long day at work, what do you look forward to the most? Getting home and resting after a long day at work.

People would be surprised if they knew: That my very first job in the United States was selling strawberries door to door.

What is the weirdest thing you've ever eaten? Japanese food.



Justin Pabian
Senior Analyst, Accounting & Fiscal Services

I have worked at UCI for 6 years and have been in my position for 2 years. I am a senior analyst in Accounts Payable at UCI, overseeing foreign wire transfers, travel card payments, and I am the subject matter expert for the university's travel, entertainment, and gift policies. In addition to being the administrator of 1,500 corporate card and CTS accounts for the UCI Campus and UCI Medical Center, I also audit travel reimbursements and disbursement vouchers for policy compliance and conduct training sessions on these policies. I also work with local hotels to secure discounted hotel rates for UCI employees and visitors.

What aspect of your job do you enjoy the most? Interacting with staff, faculty, and students across the enterprise and helping solve their business travel challenges.

Who is one colleague that deserves praise and recognition? Why? Frank Say in the Payroll/Taxation Department. He is very knowledgeable and takes the time to listen and understand challenges departments are facing. When developing solutions, he collaborates and communicates with all stakeholders to ensure their needs are met.

What piece of advice would you give to a new employee? Read the policies and ask questions.

Before your time at UCI, what was your most interesting or oddest job? I was a Housekeeping Supervisor for two years at a 400 room, 4 star hotel.

If Hollywood made a movie about your life, who would you like to see cast as you? Seth Rogen.



Bhavna Nakum
Auditor, Internal Audit Services (IAS)

I have worked at UCI and been in my current position for 10 months. Through audits, investigations, and advisory projects, I assist the university with improving the control environment and identifying and managing business risks. We provide an objective perspective to organizations to ensure that operations are running effectively, assets are being safeguarded, policies are adhered to, and financial transactions are appropriately recorded.

What aspect of your job do you enjoy the most? I enjoy collaborating with my fellow IAS colleagues and the campus community to help improve internal control processes in a meaningful and practical way. A large part of our job includes educating our campus partners about how and why things should be done a certain way.

What are some upcoming trends or challenges that you see in your field? We are seeing an increasing reliance on the use of data analytics to help us conduct our projects in the most effective and efficient way possible by focusing on areas of highest risk.

Favorite travel spot? It is hard to pick just one spot, but I particularly enjoyed visiting the Rocky Mountains National Park in Colorado. The greenery was just breathtaking.

Motto or Personal Mantra: When “I” is Replaced by “We”, Illness Becomes Wellness - Malcolm X.

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