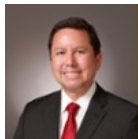


# WITH U • FOR U

## DFA Employee Newsletter



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

September 2019  
Volume 3, Issue 5

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### Featured Events

**Fri.-Sun., Sept. 20-22:**  
[UCI Move-In Weekend](#)

**Monday, September 23:**  
[Anteater Involvement Fair](#)

**Friday, October 4:**  
[UCI Campaign Launch Day](#)

**Wednesday, October 9:**  
[OIT TechnoExpo](#)

**Tues.-Wed., October 15-16:**  
[uciRIDetoberfest](#)

**Thursday, October 17:**  
[Great ShakeOut](#)

**Wednesday, October 23:**  
[DFA Town Hall](#)



Dear DFA employees,

Next week our campus will be bustling with students who are furthering their education. I think it's important to recognize the work of our division which supports the success of our students and advances UCI's brilliant future. We work alongside of and in support of our constituents as planning partners, problem solvers, and solution providers who maintain a safe and attractive physical environment and offer professional services and support.

Middle Earth Towers opened this week and many of our departments supported the planning, design, and construction of this expanded housing community. I encourage you to visit Brandywine, the new dining facility located in Middle Earth Towers, and watch the [time lapse video](#).

As a reminder, our next [town hall](#) is scheduled for Wednesday, October 23 with opening remarks scheduled to begin at 10:30 a.m. Please take the opportunity to [submit questions in advance](#) and nominate your colleagues for [DFA's employee recognition program](#) in the categories of CARE, IDEA, SAFE, and TEAM. Winners will be announced at this town hall.

We have been evaluating options to streamline the operations and academic budget functions within the Budget Office. As a result, we are now consolidating those units under one position, assistant vice chancellor of Budget and Academic Resource Planning, effective August 30, 2019.

Katherine Gallardo will serve as interim assistant vice chancellor of Budget and Academic Resource Planning and her responsibilities now include oversight of all Budget Office functions, including campuswide financial planning, reporting, budget operations, and collaboration with UCOP. She will continue to manage academic strategic and resource planning efforts, advise leadership, and develop allocation methodologies intended to better align resources with strategic goals. Katherine has a B.S. in business administration with a focus on finance from Boston University and an MBA from UCI.

In addition, I am pleased to announce John Sterritt will join UCI as the executive director for Environmental Health & Safety (EH&S) on September 23. John will provide executive leadership to current campus health and safety programs and develop strategies that support the goals of the university by providing a healthy and safe environment for faculty, staff, students, and visitors. John comes to us from UC Santa Barbara where he was responsible for management oversight of the Campus Office of Environmental Health & Safety, Risk and Emergency Services organization. John has almost 30 years of experience in the industry, both in the public and private sectors, and is a Certified Safety Professional (CSP) and an Associate in Risk Management (ARM). John has an MBA in finance from Pepperdine University, an M.S. in industrial hygiene from University of Southern California, and a B.S. in occupational safety and health management/safety engineering from Slippery Rock University.

Lastly, Hung Pham accepted the position of director for Trademarks and Strategic Contracts. Hung will develop and direct campus business strategies for generating revenue and monetizing campus assets as well as managing

revenue-generating service contracts, sponsorship agreements, and campus trademark and licensing activities. He has been with UCI for almost five years, starting his career as the interim contracts manager in Procurement Services and most recently as the interim director for Trademarks and Strategic Contracts. Hung's contributions to advancing UCI's brilliant future include helping procure helicopters for climate research, negotiating terms of revenue generating services, increasing royalty revenue from UCI's trademark licensing program, and acquiring sponsorships with corporate partners. Hung received a B.A. in political science from UCI and a J.D. from UCLA School of Law.

Please help me welcome John to UCI and the Anteater family, and join me in congratulating Katherine and Hung on their new roles.

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

### **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.*



### **Top 10 for 10 Years**

Sierra magazine named UCI No. 1 in the nation and No. 2 overall in its annual "[Cool Schools](#)" ranking of sustainability leaders among U.S. and Canadian colleges. This year's ranking makes UCI the only university to score in the top 10 for 10 consecutive years. Campus Physical & Environmental Planning coordinated the annual sustainability reporting, and prepared data and information pertaining to 19 sustainability categories which ranged from teaching and research to public engagement and campus operations. Thank you to the 22 DFA employees who were involved in the reporting process, representing Transportation & Distribution Services, Procurement Services, Environmental Health & Safety, Design & Construction Services, and Facilities Management.

*Article provided by Campus Physical and Environmental Planning*

A blue banner with four white icons in a row: a clock (Save Time), a document (Save Paper), a dollar sign with a downward arrow (Save Money), and a pen (DocuSign IT). Below the icons, the text "Can it be DocuSigned instead?" is written in yellow.

## Use DocuSign to Increase Effectiveness and Efficiency

Since early August, all UCI campus and health sciences employees with an active UCInetID have access to DocuSign - an enterprise technology solution which makes it possible to sign and complete forms and agreements electronically. Aligned with [DFA's balanced scorecard](#), DocuSign can be used to streamline internal processes as well as elevate the customer experience.

[Get started with DocuSign today!](#) Register for hands-on training on [UCLC](#) and search "Introduction to DocuSign."

- Thursday, October 10, 9 a.m. - 11 a.m.
- Thursday, October 24, 9 a.m. - 11 a.m.
- Thursday, November 14, 9 a.m. - 11 a.m.
- Thursday, December 5, 9 a.m. - 11 a.m.

All trainings are located at [AIRB 1020](#).

For more information about DocuSign, visit [www.docusign.uci.edu](http://www.docusign.uci.edu). For technical support and assistance with your account, email [docusign@uci.edu](mailto:docusign@uci.edu).

*Article provided by Division of Finance and Administration*



### Get Moving!

Walking is one of the best, easiest, and cheapest activities you can do to reduce health risk factors, stress, and increase health behaviors. Our campus is full of scenic walks bursting with history. Check out some walking maps UCI has to offer:

- [Meaningful Mile Maps](#)
- [Ant Trails](#)



### OIT TechnoExpo

Join the Office of Information Technology and campus partners to explore all the ways technology can help you work more efficiently, securely, and collaboratively. Try out tools and services, discover new resources, and meet the staff and experts who can help you find solutions for your work needs!

Please visit: <https://technoexpo.uci.edu/>



## DFA Support Services: Trademarks & Strategic Contracts

Did you know UCI is a registered trademark? A trademark is a symbol, word, or words legally registered or established by use as representing a company or product. UCI's name, trademarks, logos, and symbols have come to be identified with its reputation, traditions, and values which is why the UCI brand must be protected as such. Before the UCI name or a trademark (e.g., Peter the Anteater, BC Anteater, Zot, "UCI", etc.) is reproduced on a product, whether for internal use or for resale, the product and the associated artwork must be approved by the [Office of Trademark & Strategic Contracts](#) (TSC) and come from an [authorized licensee](#).

In addition, TSC enhances the campus's revenue opportunities by helping stakeholders identify, negotiate, and review sponsorship agreements. TSC also provides oversight on revenue generating strategic contracts such as UCI's pouring rights with Pepsi. Currently, TSC is part of a systemwide working group focused on achieving multi-campus or systemwide sponsorships with well-aligned corporate partners.

*Article provided by Trademarks & Strategic Contracts*





*Environmental Health & Safety provides TANGO training to new teaching assistants and graduate students.*

## Teaching Assistant and New Graduate Orientation (TANGO) Training

Environmental Health & Safety is gearing up for the annual, award-winning laboratory Teaching Assistant and New Graduate Orientation (TANGO) training. The program prepares teaching assistants and graduate students for their new roles at UCI. This is a unique experience where students are divided into small groups and get hands-on training on how to put out a fire, practice a spill clean-up, perform a safety risk assessment, and are shown how to use a fume hood or a biosafety cabinet. Students are fitted to Personal Protective Equipment (PPE) and trained on proper use. An emergency shower and eyewash demonstration conclude the day. Upon completion, students are better prepared to work safely in laboratories and to handle emergencies. More information: <https://www.ehs.uci.edu/programs/tango/>

*Article provided by Environmental Health & Safety*



*UCI police officers serving doughnuts and coffee to the UCI Health community.*

## Coffee with UCIPD

UCI Police Department hosted a 'Coffee with UCIPD' event on Wednesday, August 21 and it was incredibly humbling to see how well hospital staff members regard our police department as they eagerly stopped by our two coffee and doughnut stations despite their morning rush. They took the time to share a few laughs with officers and anyone observing would be able to instantly recognize that UCI police officers, public safety officers, and public ambassadors have an outstanding relationship with hospital staff. Coordinated by Jen Vallejo (business manager) and Sergeant Bolano, the locations of the two booths were thoughtfully placed to allow police department staff to greet the greatest number of people and bring a positive start to their day.

*Article provided by Public Safety*



## The Year of the App

Download the **With U • For U** mobile app, which makes it easy to access services and resources on the go.

Share Your Mobile App Ideas  
[Submit Here!](#)

More information:  
[With U • For U Mobile App](#)



## UCI Campaign Launch Day

Friday, October 4, 2019  
Aldrich Park and UCI Douglas Hospital

Stay tuned for more information.  
You don't want to miss the festivities!

Let's be brilliant together.



managers/supervisors to recognize the great work of our people in the following categories:

- **CARE** (Customer Appreciation Repeatedly Expressed)
- **IDEA** (Innovative Discover Encourage Achieve)
- **SAFE** (Safety Aware For Excellence)
- **TEAM** (Together Everyone Achieves More)

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

## EMPLOYEE PROFILES



**Debbie Aceves**  
**Assistant Superintendent, Facilities Management**

I've worked at UCI and have been in my current position for over two years. I assist the senior superintendent and supervisors with the development and implementation of department procedures and guidelines. I meet with customers, staff, and supervisors to ensure customer satisfaction, address concerns, or special requests.

**What has been your favorite project at UCI/department?** My favorite project has been work loading our custodian's schedules. The project enhanced teamwork between our departments including all supervisors.

**Name one colleague who deserves praise and recognition? Why?** A colleague who deserves recognition is Rebekah Porrino. Rebekah is always supportive, she provides guidance and advice. She never hesitates to help someone when needed.

**After a long day at work, what do you look forward to the most?** After a long day at work I look forward to spending time with my daughter, Lexii, and helping her with her homework.

**Before your time at UCI, what was your most interesting or oddest job?** The most interesting job I had before my time at UCI has been for the state department in Richard J. Donovan State Prison in San Diego, CA.

**People would be surprised if they knew:** People would be surprised if they knew I love country music.



**Eric Gardner**  
**Assistant Fire Marshal, Environmental Health & Safety**

I've worked at UCI for one year and have been in my current position for six months. I am responsible for Title 19 testing and maintenance of existing structures.

**What are three words to describe your department?** Unique, challenging, and creative.

**What piece of advice would you give to a new employee?** Stay patient and trust the process.

**After a long day at work, what do you look forward to the most?** Spending time with family and exploring California.

**Before your time at UCI, what was your most interesting or oddest job?** Firefighter.

**People would be surprised if they knew:** I was an equity trader at Fidelity.

**Motto or Personal Mantra:** "Today is the oldest you have ever been and the youngest you will ever be."



**Rebekah Porrino**  
**Human Resource Specialist, Support Services | Human Resources**

I've worked at UCI for nine years and have been in my current position for two years. I work with employees and managers on day-to-day HR related questions and issues.

**What is one accomplishment at work that you are most proud? Why?** Maintaining an open door policy. It is important to me that people feel like they can stop by, call, or email me anytime. I may not always be able to answer a question right away, but it is important that staff have a point of contact.

**What are three words to describe your department?** Diet coke, coffee, and coffee.

**Name one colleague who deserves praise and recognition? Why?** Kellie Morgan in Disability Management, along with the whole team in Worker's Compensation & Disability Management (WCDM) at Campus HR. They do an amazing job of assisting and working with employees through some very difficult workers' comp and personal leave situations.

**Favorite spot?** Bryce Canyon National Park. I have a lot of fond memories going there, and no matter the season, it's a beautiful place to visit.

**Motto or Personal Mantra:** Just keep moving forward.

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

Division of Finance and Administration  
Office of the Chief Financial Officer and Vice Chancellor  
455 Aldrich Hall  
Irvine, CA 92697-1025  
(949) 824-9832