

QUICK REFERENCE GUIDE: UCOP HUMAN RESOURCES CONTACTS & SERVICES

WE ARE HERE TO HELP

My team and I here in the UCOP Human Resources office are dedicated to serving and supporting staff, and to building a work environment where employees feel involved and empowered to offer their best. We've put together this quick reference guide to help you identify the appropriate staff to help you with your HR-related needs. Please be in touch if we can be of service. We're here to help.

Our HR Business Partners

Our HR Business Partners, assigned by department, provide guidance and support to all managers, supervisors and employees regarding all HR services. Please find your division or department below to determine your Business Partner liaison.

PATSY ALEJADO

510-987-0355

patsy.alejado@ucop.edu

Division: Regents Officers

- Office of the Chief Investment Officer

CINDY FERRINI

951-787-5022

cindy.ferrini@ucop.edu

Division: Chief Operating Officer

- UC Path Center

VENUS KIRK

510-987-0533

venus.kirk@ucop.edu

Division: Office of the President

- President Executive Office

MAYE-LYNN GON-SONEDA

510-987-0115

maye-lynn.gon-soneda@ucop.edu

Division: UC Health

- Exec VP UC Health

Division: Regents Officers

- Office of the General Counsel
- Secretary & Chief of Staff to the Regents
- Ethics, Compliance & Audit Services

Division: Agriculture & Natural Resources

- Agriculture & Natural Resources

Division: Systemwide Academic Senate

- Systemwide Academic Senate

Division: Public Affairs

- UC National Laboratories

VICKI CUCAROLA

510-287-3875

vicki.cucarola@ucop.edu

Division: Chief Financial Officer

- AVP Budget Analysis & Planning
- AVP Financial Accounting
- AVP Financial Service & Controls
- Budget Analysis and Planning
- Capital Asset Strategies & Finance
- Chief Financial Officer – Immediate Office
- Chief Risk Officer
- Systemwide Procurement Services
- UC Path PMO

Division: Academic Affairs

- UC Press

Division: Chief Operating Officer

- Vice President Human Resources

KAREN ARNOLD

510-987-9488

karen.arnold@ucop.edu

Division: Academic Affairs

- Provost & Executive VP
Academic Affairs Immediate
Office
- Vice Provost Academic Personnel &
Programs
- Vice Provost Diversity & Engagement
- VP Institutional Research &
Engagement
- VP Institutional Research & Academic
Planning
- VP Research & Graduate Studies
- VP Student Affairs

Division: Government Relations

- AVP Federal Government Relations
- AVP State Government Relations

Division: Public Affairs

- Alumni & Constituent Affairs
- AVP Institutional Advancement
- Issues Management Policy Analysis &
Coordination – Impact
- Marketing Communications
- Public Affairs
- Strategic Communications

VENITA DAVIS

510-987-0453

venita.davis@ucop.edu

Division: Chief Operating Officer

- AVP Energy & Sustainability
- Chief Operating Officer – Immediate
Office
- Program Management Officer
- OP Operations
- VP & CIO Information Tech Services

QUICK GUIDE: UCOP LOCAL HUMAN RESOURCES CONTACTS & SERVICES

CENTERS OF EXPERTISE AND SHARED SERVICES

Here you will find a brief overview of Human Resources services for UCOP employees. If you have questions about where to go for assistance, please consult your department's HR Business Partner.

BENEFITS

Michael Waldman, customer service manager
michael.waldman@ucop.edu, 510-987-0900
<https://secure.ucop.edu/secureapps/ays/csform.html>

- Employee retirement benefits and counseling
- Health and welfare benefits

DISABILITY AND LEAVE MANAGEMENT

Shannon Brooks, manager
shannon.brooks@ucop.edu, 510-987-0649

- Absence management
- Disability compensation and management
- Disability-related work restrictions
- Family Medical Leave (FMLA)
- Injury prevention, return to work
- Reasonable accommodation
- Workers' compensation program

TALENT ACQUISITION AND EMPLOYMENT

Kelly Howard, manager
kelly.howard@ucop.edu, 510-987-9954

- Community outreach
- Employment contracts and outside recruiters
- Preferential reemployment and recall programs
- Sourcing, recruitment, interviewing and selection strategies and support

Temporary Employment Program for OP (TOPS) 510-987-0817

LEARNING AND DEVELOPMENT

John Blake, learning & development specialist
john.blake@ucop.edu, 510-987-6258

- Career development tools
- Course offerings and enrollment
- Learning management system
- Organizational development services`

COMPENSATION

Terry Weinstein, manager
terry.weinstein@ucop.edu, 510-987-0874

- Classification and reclassification
- Equity reviews
- Fair Labor Standards Act (FLSA) issues
- Salary setting and increase approvals
- Stipend requests

FACULTY AND STAFF ASSISTANCE PROGRAM

<http://ucsfhr.ucsf.edu/index.php/assist>
415-476-8279

Oakland Office Hours: Wednesday, Kaiser Bldg.

- Confidential individual counseling and referrals
- Organizational counseling for managers and supervisors
- Workplace Threat Management Team