# MEETING AGENDA  
## DIVISIONAL SENATE ASSEMBLY  
### ACADEMIC SENATE, IRVINE DIVISION  
**Thursday December 5, 2019, 3:30-5:00 p.m.**  
Senate Conference Room, 338 Aldrich Hall

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| INFORMATION | 3. Special Orders - Consent Calendar  
   a. Proposal to Modify Bylaw 90. Equity and Inclusion, Council on (with stipulation to make the changes effective immediately) |
| INFORMATION | 4. Americans with Disabilities Act Resources Update (3:30-3:40pm)  
   Presented by: Andrew Berk, ADA Coordinator |
| INFORMATION | 5. Annual Reports of 2018-2019 Standing Committees  
   All reports are available on the Senate website at: [http://senate.uci.edu/annual-reports/2018-19-annual-reports/](http://senate.uci.edu/annual-reports/2018-19-annual-reports/)  
   Senate Chair’s Annual Report  
   2018-2019 Senate Activities – A Year in Review  
   Council on Academic Personnel  
   Council on Educational Policy (includes Subcommittee on Policy and Assessment)  
   Council on Equity and Inclusion  
   Council on Faculty Welfare, Diversity, and Academic Freedom  
   Graduate Council  
   Council on Planning and Budget  
   Council on Research, Computing, and Libraries  
   Council on Teaching, Learning, and Student Experience  
   Council on Undergraduate Admissions and Relations with Schools  
   Committee on Committees  
   Committee on Privilege and Tenure  
   Committee on Rules and Jurisdiction  
   Committee on Scholarly Honors and Awards  
   Academic Integrity Review Board  
   Academic Program Review Board  
   Board on Undergraduate Scholarships, Honors, and Financial Aid  
   Campuswide Honors Program Board  
   Subcommittee on Courses  
   Subcommittee on International Education |
| DISCUSSION | 6. UC Presidential Search  
   Members of the Assembly are invited to provide input on the qualities and qualifications they would like the next UC President to have. This feedback will be shared with our campus representative serving on the Academic Advisory Committee. |
| INFORMATION | 7. In Memoriam  
   Bhalla, Deepak Kumar (1946-2018)  
   Huff, Clarence Ronald (1945-2019)  
   Longhurst, John Charles (1947-2018)  
   Menzel, Daniel (1934-2018)  
   Schmittendorf, William (1941-2019)  
   Stein, Larry (1931-2019) |
INFORMATION

8. Announcements by Chair James Steintrager

9. Announcements by Other Administrative Officers

10. Reports of Special Committees

11. Reports of Standing Committees

12. Petitions of Students

INFORMATION

13. UCPath Update (4:30pm)
   
   Presented by: Debbie Kistler, Manager of Change, Communications, and Training for UCPath.

14. Unfinished Business

15. University and Faculty Welfare

16. New Business

James Steintrager, Chair
Academic Senate, Irvine Division

* Agenda items deemed noncontroversial by the Chair of the Divisional Senate Assembly, in consultation with the Senate Cabinet, may be placed on a Consent Calendar under Special Orders. Approval of all business on the Consent Calendar requires a single unanimous vote. At the request of any Divisional Assembly member, any Consent Calendar item may be extracted for consideration under “New Business” later in the agenda. (from Bylaw 158[D])

N.B. All members of the Academic Senate and of the University community shall have the privilege of attendance and the privilege of the floor at meetings of the Divisional Senate Assembly, but only members of the Divisional Senate Assembly may make or second motions or vote. However, the Chair (or designated representative) of a standing or special committee of the Division may move or second action on reports of that committee.

Note: For Senate updates, visit our home page: www.senate.uci.edu.

Representatives to the Divisional Senate Assembly may access the agenda materials by logging into the Senate Document Management System (DMS) using their UCInetID: https://dms.senate.uci.edu/~councils.and.committees/?Assembly.
# Meeting Materials

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UNIVERSITY OF CALIFORNIA, IRVINE
DIVISIONAL SENATE ASSEMBLY
Minutes of the Regular Meeting
December 5, 2019
3:30 to 5:00 pm
Academic Senate Conference Room, Aldrich Hall 338

MEETING
A regular meeting of the Irvine Divisional Senate Assembly was called to order by Chair James Steintrager at 3:31 pm on Thursday, December 5, 2019 in the Academic Senate Conference Room in Aldrich Hall 338.

1. Roll Call
Quorum was met. Members of the Administration and the University community were present. No members of the press were present.

2. Welcome from Academic Senate Chair James Steintrager
Chair Steintrager discussed the importance of the Assembly’s role in shared governance.

3. Special Orders – Consent Calendar
   a. Proposal to Modify Bylaw 90. Equity and Inclusion, Council on (with stipulation to make the changes effective immediately)

   Action: The Assembly voted 32-2-2 to approve the consent calendar and 34-1-2 to make the changes effective immediately.

   The modifications to Bylaw 90 update the title of one of the ex-officio members, whose position was recently elevated to the level of Vice Chancellor, and replaces a current ex-officio member, the Vice Provost for Academic Planning, with the Vice Provost for Academic Personnel. The Council determined that the Vice Provost for Academic Personnel’s area of expertise more directly related to CEI’s current areas of interest.

4. Americans with Disabilities Act Resources Update
ADA Coordinator Andrew Berk presented his vision for UCI to be the model of disability integration and accessibility. Coordinator Berk reviewed the ADA Office’s recent accomplishments, and he encouraged members to contact him with any issues they have related to disability access.

5. Annual Reports of Standing Committees 2018-19
Chair Steintrager noted that the following annual reports are available on the Senate website at: http://senate.uci.edu/annual-reports/2018-19-annual-reports/.
Senate Chair’s Annual Report
2018-2019 Senate Activities – A Year in Review
Council on Academic Personnel
Council on Educational Policy (includes Subcommittee on Policy and Assessment)
Council on Equity and Inclusion
Council on Faculty Welfare, Diversity, and Academic Freedom
Graduate Council
Council on Planning and Budget
Council on Research, Computing, and Libraries
Council on Teaching, Learning, and Student Experience
Council on Undergraduate Admissions and Relations with Schools
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Committee on Privilege and Tenure
Committee on Rules and Jurisdiction
Committee on Scholarly Honors and Awards Academic Integrity Review Board
Academic Program Review Board
Board on Undergraduate Scholarships, Honors, and Financial Aid
Campuswide Honors Program Board
Subcommittee on Courses
Subcommittee on International Education

6. UC Presidential Search
Chair Steintrager encouraged members to contact him with their thoughts about the characteristics desired in the next UC President so he can communicate those with the Advisory Committee. He also suggested members consult the search website for information about the search at http://presidentialsearch.universityofcalifornia.edu.

7. In Memoriam
Chair Steintrager announced that the Academic Senate received notice of the passing of seven faculty colleagues and indicated that remembrances were available both in the meeting packets provided and on the Senate website.

Bhalla, Deepak Kumar (1946-2018)
Huff, Clarence Ronald (1945-2019)
Longhurst, John Charles (1947-2018)
Menzel, Daniel (1934-2018)
Schmitendorf, William (1941-2019)
Stein, Larry (1931-2019)
Tilles, Jeremiah (1932-2017)

8. Announcements by Chair James Steintrager
None

9. Announcements by Other Administrative Officers
None
10. Reports of Special Committees
None

11. Reports of Standing Committees
None

12. Petitions of Students
None

13. UCPath Update
Debbie Kistler, UCPath Manager of Change, Communications, and Training and Jean Chin, Director of Academic Personnel, discussed the status of UCI’s transition to UCPath. They highlighted the important steps all employees should take right now to ensure preparation for the transition. They also answered questions from members, clarifying that the system can handle students on two different appointments (such as a split TA and GSR appointment). However, they explained that the system cannot recognize students who are paid both biweekly and monthly, and that those students will be converted to one or the other pay cycle. Members were encouraged to share the information presented with their colleagues.

14. Unfinished Business
None

15. University and Faculty Welfare
None

16. New Business
None

17. Adjournment: The meeting adjourned at 5:02 p.m.

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Minutes prepared by Brandon Haskey-Valerius
Attest: Jeff Barrett, Chair Elect-Secretary
Academic Senate, Irvine Division
November 18, 2019

JAMES STEINTRAGER, CHAIR
ACADEMIC SENATE

RE: Proposed Modifications to Bylaw 90

After review of the proposed modifications to Bylaw 90 by the Council for Equity and Inclusion, CRJ has verified and ensured conformity of the proposed changes with the format and content of the Code of the Academic Senate. The modifications include a conforming change of a position title as well as the changing of ex-officio, non-voting members of the Council.

If you have any questions, please do not hesitate to contact me.

Respectfully,

[Signature]

Scott Bartell, Chair
Committee on Rules and Jurisdiction

C: Kate Brigman, Executive Director
Gina Anzivino, Assistant Director, CEI Analyst
Brandon Haskey-Valerius, CRJ Analyst
Louis DeSipio, CEI Chair
Chapter III: Organization  
Section 5: Standing Committees  
Bylaw 90. Equity and Inclusion, Council on  
(En 7 Jun 18)

A. Membership
1. The Council on Equity and Inclusion shall consist of at least eight voting faculty broadly representative of the existing Faculties of the Division (as defined by Irvine Bylaw 40) and the diversity of the community it serves.
2. The Vice Provost, Academic–Vice Chancellor for Equity, Diversity & Inclusion and the Vice Provost, Academic Planning–Academic Personnel shall serve as ex officio, non-voting members.
3. An undergraduate and graduate student representative shall be invited to sit on the council.
4. A representative from the Office of Institutional Research shall serve as a consultant.
5. Appropriate administrative officers and staff members may be invited to serve as consultants.

B. Duties
The Council shall advise the Division on matters related to equity, inclusion, and diversity.

1. Confer with Academic Senate bodies and other campus entities, including but not limited to the Academic Planning Group, the Council on Academic Personnel, the Graduate Council, the Council on Educational Policy, the Council on Teaching, Learning, and Student Experience, and the Council on Faculty Welfare, Diversity and Academic Freedom.
2. Confer with and advise the Chancellor and Executive Vice Chancellor and Provost on matters of equity, inclusion, and diversity.
3. Further campus accountability related to equity, inclusion, and diversity by receiving and commenting on reports related to the Council’s charge. These reports shall include data from Schools and the Campus on recruitment, advancement, and retention of faculty and parallel data on undergraduate and graduate students (including but not limited to Academic Program Reviews, Climate Surveys, and Inclusive Excellence Data on Accountability and Assessment). The Council will also proactively request institutional research related to its charge and make recommendations based on such research.
4. Assess policies and practices related to advancing equity, inclusion, and diversity at UCI.
5. Initiate action by recommending changes of policy or practice.
6. Make recommendations to appropriate campus entities to advance UCI’s commitment to equity, inclusion, and diversity.
7. Report regularly to the Irvine Division of the Academic Senate on matters under consideration.
8. Maintain liaison with the University Committee on Affirmative Action and Diversity.
October 16, 2019

JAMES STEINTRAGER, CHAIR
ACADEMIC SENATE, IRVINE DIVISION

RE: PROPOSED MODIFICATIONS TO BYLAW 90. EQUITY AND INCLUSION, COUNCIL ON

At its meeting of October 14, 2019 the Council on Equity and Inclusion voted to amend Bylaw 90. Equity and Inclusion, Council on, A. Membership. Members approved by a vote of 9-0-1 the removal of the Vice Provost, Academic Planning and the addition of the Vice Provost, Academic Personnel as ex officio, non-voting members. Council members determined that this change is in line with its charge since many of the issues to be addressed by the Council – such as recruitment and retention of diverse faculty, and uneven distribution of service amongst junior faculty - - are related to Academic Personnel more so than Academic Planning. Members agreed that it would be helpful to invite the Vice Provost, Academic Planning to attend certain meetings as a guest.

Respectfully,

Louis DeSipio, Chair
Council on Equity and Inclusion

C: Jeffrey Barrett, Chair Elect-Secretary, Academic Senate, Irvine Division
Kate Brigman, Executive Director
Gina Anzivino, Council on Equity and Inclusion Analyst
Brandon Haskey-Valerius, Senate Cabinet Analyst
Creating a Culture of Disability Rights and Integration

Striving to Make UCI the Model of ADA Compliance for the University of California System
Goal

Students, faculty and staff with and without disabilities thriving on a fully integrated and accessible campus
Accomplishments

1. Launched Emotional Support Animal Policy
2. Coordinated Government Expert Training for Campus Building Managers and Event Planners on Accessible Emergency Preparedness and Services
3. Coordinated ADA/Fair Housing Act Improvements in Various Campus Buildings and Housing Units
4. Obtained $500,000 External Grant for Emergency Evacuation Equipment to Assist People with Disabilities
5. Collaborated with Facilities Management on Striping and Grooving Stairs Project
Ongoing Efforts

- Disability Infrastructure Work Group
- Accessibility Guidelines Committee
- Emergency Plan Review Group
- Evaluating Access Issues
What’s Ahead

1. Build Awareness through Partnerships and Education
2. Review Architectural Access
3. Enhance UCI Community Support for Accessibility of Webpages and Electronic Materials
4. Engage UCI in Emergency Planning for All People in Our Community
5. Assess Supports and Services that Students, Faculty, and Staff with Disabilities Need to Succeed
6. Recruit Students, Faculty, and Staff with Disabilities to UCI
Questions?

Andrew Berk
ADA Coordinator
4-1777
anberk@uci.edu
IN MEMORIAM

Dr. Deepak Bhalla was a well-respected colleague and educator. His research in the area of pulmonary toxicology opened up new ideas in the role of air pollutants in impairing the tight junctions between cells that provide the barrier protecting the lung from fluid infiltration. He was Associate Professor of Community and Environmental Medicine at UC Irvine from 1986-1995. He left UC Irvine to join the College of Pharmacy and Health Sciences at Wayne State University in Ohio as Professor in 1995 and was appointed Dean of the College in 2016. Deepak Bhalla died at the age of 71 on March 16, 2018 in Grosse Pointe, Michigan.

Michael Kleinman, Adjunct Professor
Community & Environmental Medicine, UC Irvine

Ulrike Luderer, Professor
Medicine, UC Irvine
C. Ron Huff, passed away on March 31, 2019 in San Clemente, California. A long-time professor in Criminology, Law and Society at the University of California, Irvine and at the John Glenn College of Public Affairs at The Ohio State University, Ron served as Dean of the School of Social Ecology at UCI and Director of the John Glenn College at OSU, where he also served as Director of the Criminal Justice Research Center.

Ron began his interest in the field working in corrections in Ohio, after receiving a MSW degree from the University of Michigan. He earned a doctorate in sociology from Ohio State in 1974, studying criminology with Sy Dinitz. After teaching at UC Irvine and Purdue, Ron returned to Ohio State, where he produced a distinguished body of research and established himself as a great academic administrator. He came to UC Irvine in 1999 to lead the School of Social Ecology, which he did for more than a decade, before returning to the faculty to focus full-time on his teaching and scholarship. He continued to produce impressive scholarship and undertake innovative teaching (such as creating an online course that quickly became a favorite).

Ron’s scholarly legacy includes at least three major lines of influence: formative work on the idea and importance of wrongful convictions, research and policy recommendations about youth gangs, and a career-long dedication to the obligations of the public university in scholarship and education about pressing issues of policy.

Ron was one of the first scholars to emphasize the problem of wrongful convictions and his early work along these lines helped bring research and scholarship on miscarriages...
of justice into the center of criminology and public policy debates. He began researching and writing about innocence among the convicted before most believed that systematic research on the topic was a realistic possibility and when most policy-oriented research in criminal justice was focused on crime reduction and prevention. His books (Convicted but Innocent with A. Rattner, and E. Sagarin and Wrongful Conviction with Martin Killias) are foundational to the field.

Ron’s scholarship has stimulated an extensive amount of academic and policy work on theory and research about gangs. Ron and his colleagues used multiple methods to study gang formation and behavior, to assess police and other intervention methods and to analyze official gang definitions and recording of gang members. His three edited volumes, Gangs in America, brought foundational research to the field.

In all, Ron authored a dozen books and over 100 journal articles. He was a Fellow of the American Society of Criminology and served as President of the American Society of Criminology, and on dozens of committees and councils of the ASC. His many honors included the Donald Cressey Award from the National Council on Crime and Delinquency, the Paul Tappan Award from the Western Society of Criminology, the Herbert Bloch Award and the August Vollmer Award from the American Society of Criminology, and the Gerhard O.W. Mueller International Award from the Academy of Criminal Justice.

Ron served tirelessly as a consultant to national and state agencies and courts about innocence, gangs, youth violence, and public policy, such as the U.S. Senate Judiciary Committee, the F.B.I. National Academy, and the American Bar Association committee on wrongful convictions. In retirement, he continued to offer his expertise to those working in the criminal justice system who sought to understand gangs, prevent miscarriages of justice, and otherwise ensure that public policy and practice ensured justice.

At UC Irvine, Ron led the School of Social Ecology for ten years. He became well known for asking three questions: What’s good for the public? What’s good for the University of California? And, what’s good for the School of Social Ecology? With these questions as his guide, he served the public, UCI, and Social Ecology exceptionally well. As he did so he became known for his fundamental decency and his daily acts of kindness. With his leadership, we maintained and further strengthened a "culture of civility" in our School. The tie that binds Ron’s scholarly interests together with his administrative contributions was his belief that basic research is essential for sound public policy and that public universities have an obligation to learn and to teach about how vital that connection is.

At UCI, Ron was widely and justifiably admired by his faculty, and by his colleague deans and vice chancellors, for fairness and decency in administration. And in every way--in his scholarship, in his teaching and in his stewardship of the university--Ron
was driven by the highest standards of excellence. His great optimism and sense of humor were unfailing. For these and so many more reasons, he will be greatly missed. Ron is survived by his wife of 51 years, Patricia Huff, and by daughters Tamara Connor (and Michael) and Tiffany Huff and by granddaughters Skylar and Hazel. All of us recall a conversation with Ron that inevitably came around to a loving comment about one or another family member; one quickly understood that his family meant the world to him.

Michael Gottfredson, Professor
Criminology, Law & Society, UC Irvine

Valerie Jenness, Professor
Criminology, Law & Society, UC Irvine

Cheryl Maxson, Professor
Criminology, Law & Society, UC Irvine

Carroll Seron, Professor Emeritus
Criminology, Law & Society, UC Irvine
IN MEMORIAM

John Charles Longhurst
Professor of Medicine
UC Irvine
March 18, 1947 – February 6, 2018

John Longhurst, MD, PhD, came to UCI in 1990 as professor of medicine and chair of the Department of Medicine.

A cardiologist who specialized in cardiovascular disease and prevention, John was an NIH-funded researcher whose primary focus was investigating the neurophysiological basis of acupuncture. His work helped deepen the understanding of acupuncture as a clinical tool to help lower blood pressure and treat hypertension.

As chair of the Department of Medicine, John was instrumental in adding the American Board of Internal Medicine Research Pathway program to integrate research and training for residents interested in developing skills as physician-scientists.

Many current members of our internal medicine faculty have benefitted from participation in this track.

In 2003, he became the director of the Susan Samueli Center for Integrative Medicine, merging his clinical commitment to prevention and wellness with his research interests.

An excellent clinician and researcher of distinction, John will perhaps best be remembered as a committed and thoughtful mentor whose influence touched undergrads, graduate students, residents and fellows as well as staff and faculty colleagues.

Alpesh N. Amin, Chair and Professor
Medicine, UC Irvine
Daniel B. Menzel was Professor and Chair of the Department of Community and Environmental Medicine, University of California, Irvine until his retirement in 2000. Prior to coming to UC Irvine he was Professor in the Department of Pharmacology at Duke University. He had more than 30 year's research experience in air pollution and toxicology. His expertise centered in two areas: mechanisms of air pollutants in the respiratory tract. During his career, he served as a senior author on multiple US Environmental Protection Agency (EPA) Criteria Documents, as a consultant to the USEPA Clean Air Scientific Advisory Committee, and was a leading developer of the first Particulate Matter Criteria Document and subsequent National Ambient Air Quality Standards.

Michael Kleinman, Adjunct Professor  
Community & Environmental Medicine, UC Irvine

Ulrike Luderer, Professor  
Medicine, UC Irvine
IN MEMORIAM

William E. Schmitendorf
Professor of Mechanical and Aerospace Engineering
UC Irvine
August 6, 1941 – May 15, 2019

Professor William E. Schmitendorf, Ph.D., a professor in the Department of Mechanical and Aerospace Engineering, passed away on May 15, 2019, after a long illness.

He was a highly respected scholar, teacher, and academic leader. He made seminal contributions to the field of control theory. This includes, but is not limited to, profound contributions in differential games, robust control, optimal control, and applications to seismic response control. His career spanned over forty productive years, first at Northwestern University, from 1967 to 1988, and later at UCI, from 1988 to 2010.

Professor Schmitendorf was a caring teacher and mentor and a strong academic leader. He served as the Chair of Applied Mathematics at Northwestern and the Chair of Mechanical and Aerospace Engineering at UCI, where he also served for nearly a decade as the Associate Dean for academic affairs.

He will be remembered, and missed, for his wry sense of humor, his joy of all things baseball, and his insight during college basketball post-season bracket selection. Most of all, he will be missed for his profound decency, friendship, and integrity.

George Leitmann, Professor Emeritus
Engineering Science, UC Berkeley

B. Ross Barmish, Professor
Electrical and Computer Engineering, University of Wisconsin-Madison

Faryar Jabbari, Professor
Mechanical & Aerospace Engineering, UC Irvine
Larry Stein, first and foremost, was a scientist. His primary interest was the neurochemical mechanisms responsible for behavior. His forte was creating experiments to identify basic mechanisms of action for various behaviors, often with an emphasis on reward, and he had the foresight to be one of the first to publish in several important related areas.

After receiving his B.A. in 1952 from New York University he went to the University of Iowa to get his Ph.D. (1955) under the supervision of Kenneth W. Spence, one of the most prominent experimental psychologists at the time. The deep understanding of behavior he obtained served him well as he expanded his research into neuropharmacology and beyond. During his postdoctoral training at Walter Reed Army Institute of Research he used the newly discovered electrical brain self-stimulation technique to evaluate the effects of drugs on reward systems in the brain of animals. He devised a method to determine brain self-stimulation reward thresholds that is still used today to evaluate the rewarding effects of drugs. He also showed that drugs that modified brain catecholamines had differential effects on brain self-stimulation and related these effects to reward, depression and other brain dysfunctions.

In 1959 he became Head of the Department of Psychopharmacology at Wyeth Laboratories and during his 20-year stint he played a crucial role in the development of the antianxiety therapy, lorazepam (Ativan) and published extensively on the neuropharmacology of reward, punishment, learning, memory, depression and anxiety. In the late ‘70s Stein published in Nature the first behavioral reports confirming the analgesic (1976) and rewarding (1977) effects of the recently discovered enkephalins. He...
followed this up with numerous publications on the role of brain endorphins in reward, memory and learning.

Larry moved to UCI in 1979 and was appointed chair of the Department of Pharmacology to rejuvenate and expand the department. During his tenure he hired numerous faculty members in the areas of cardiovascular function and neuropharmacology. In the ‘80s Stein started a research project exploring cellular mechanisms of reward. This novel research showed that single brain cells could be operantly conditioned by selective application of catecholamines and certain drugs of abuse, but not other neurochemicals. Later he proposed that operant conditioning of single cells might represent the substrates of the crucial “atoms of behavior” described earlier by B.F. Skinner as necessary for operant learning.

Throughout his career Larry received a number of awards, served on numerous editorial boards, held offices in professional societies, was a scientific advisor and consultant for several drug companies, and participated on numerous university committees. He supervised numerous graduate students and he held 3 patents. Larry had a good heart, was loyal to his friends, and vigorously supported his faculty members and students. But in the end, the thing he valued most was his continuing contribution to the scientific understanding of the neurochemical basis of behavior.

James D. Belluzzi, Adjunct Professor
Pharmacology, UC Irvine

Olivier Civelli, Professor and Chair
Pharmacology, UC Irvine
IN MEMORIAM

Jeremiah G. Tilles
Professor of Medicine
UC Irvine
March 10, 1932 – January 2017

Dr. Tilles arrived at the University of California, Irvine (UCI) School of Medicine in 1971 as chief of the Division of Infectious Diseases. He later created the Infectious Diseases fellowship and continued to mentor fellows as an attending for three decades.

In 1974, he became the institution's second chair of the Department of Medicine and held the position until 1991, when he became associate dean for students. He subsequently became associate dean for clinical faculty. He served as governor of the ACP Southern California Region II Chapter from 1984 to 1988.

Dr. Tilles served as chairman of ACP’s Government Liaison Committee for many years and is the namesake behind ACP’s annual Tilles Award, which recognizes physicians who foster education, career growth, and innovative programs. Dr. Tilles will be remembered as an outstanding and much-loved teacher, clinician and administrator whose mark will long be felt here at UC Irvine and in the American College Physicians.

Alpesh N. Amin, Chair and Professor
Medicine, UC Irvine
UCPath Update
Divisional Senate Assembly
December 5, 2019
What is UCPath?

- A UC systemwide payroll, academic, human resources project to modernize its current 35-year-old payroll system

Why is UCPath being implemented?

- UCPath will unify and standardize payroll, benefits, and human resources for all UC employees.
- The current system can no longer be maintained

When does UCPath start at UC Irvine?

- Access to UCPath Online: January 2, 2020
- First monthly paycheck: January 2, 2020
- First bi-weekly paycheck: January 8, 2020
What do I need to know?

- **UCPath Online will replace AYSO** for viewing paycheck statements and updating personal information (home address, phone, etc.). Will remain for historical pay and 2019 W-2

- **Know current UCInetID and how to use DUO Multifactor Authentication**

- **Paper paychecks will be mailed to home addresses** from a bank the day before payday and may take 2-4 days for delivery.

- **Pay statements will look different.**
  - *Academics with multiple appointments – paycheck will only list the primary appointment, all jobs will be combined into one line on the pay statement*
  - *UCPath uses more accurate industry standard calculations than PPS (former payroll system). Gross and net pay totals and tax withholdings may vary slightly due to these calculation differences.*

- **All employees will be given a new ID #** that will remain with them throughout their UC career. No need to change ID cards, however.
What do I need to do?

Now

- Sign up for DUO at [oit.uci.edu/mfa](http://oit.uci.edu/mfa) if haven’t yet done so.

On Jan 2

- Review paycheck by logging into UCPath Online
  - First log-in requires set-up of security questions; answer demographic questions (state and federally-mandated)
  - Compare gross pay and deductions with prior pay statements
    - *Note that in January there are likely to be tax changes and benefit deduction changes, so net pay will likely be different from December check*
  - Make updates to personal information, including adding emergency contact information

Anytime

- For pay questions, contact the HR/Payroll personnel in division/department or contact EEC 4-0500 or eec.hr.uci.edu
Changes Impacting Current Processes

Composite Benefit Rates (CBR) will be implemented with UCPath.

This is a UC-wide system, creates some efficiencies due to greater automation, but reduces current flexibility. UCPC in Riverside process transactions for entire UC.

- Many components of total benefits cost previously charged individually will be combined into a single CBR rate.
- Improve ability to plan for costs that will be charged to grants that you manage.
- The CBR will be consistent for each year, with actual charges equal to planned.
- Consistent method of charging benefits costs that is common in most other institutions and accepted and negotiated with various agencies.
- Not included: Vacation Leave, Sabbatical, Tuition Remission, GSHIP (grad student tuition & fees), EPL (employee practice liability)

- More time / advanced planning is required to hire and onboard new employees- expect 10+ days to complete hiring transactions.
- Deadlines will be shorter and more firm for payroll transactions – important that students get timecards in on time to get paid.
- New hires later in the month may not receive first paycheck until the following month.
- Transactions require approval at UCI before being finalized in the system by UCPC (Riverside), adding to the transaction processing time.
Other Information Helpful to Know

A new system requires everyone to learn and adapt.

- The staff supporting your division will be on a steep learning curve and will have fewer options within their control – have patience and plan in advance.

The system requires the UCPath Center (Riverside) to finalize many transactions, including hires.

- This adds a delay to the process that UCI staff can’t control. Please let the UCI department payroll/HR team know as soon as possible when you are hiring and/or need to process a transaction, so that they can start the process earlier to minimize delays.

UCPath Online self-service offers ability to make changes to life events and benefits.

New Direct Deposit options - up to three bank accounts.

DMS 31 - Item 4-7
UCPath Online Dashboard
View Paycheck, Vacation and Sick Leave Balances
Update personal information, such as home and mailing address,
direct deposit and benefits enrollment.
Manager Self Service – visibility to information on those who report to you
What else do I do on January 2, 2020?

- Review benefits to ensure they reflect the choices from recent open enrollment
- Review that dependents are listed correctly
- Review other personal information for accuracy
- Enter emergency contact information
- Update any other missing or inaccurate information
- Any questions about non-critical information will be addressed after all critical pay and benefits issues have been resolved
## Your UC Paycheck (Academic) – Changes to Expect

### UCPath Check

<table>
<thead>
<tr>
<th>1</th>
<th>Contact information for the UCPath Center.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Your current name and home address in UCPath.</td>
</tr>
<tr>
<td>3</td>
<td>Your new UCPath employee ID and your primary job information. Your location may continue to use your former employee ID for other systems. Only your primary job (appointment) appears. <em>See FAQs for more details.</em></td>
</tr>
<tr>
<td>4</td>
<td>Your filing status and allowances for state and federal tax forms. Additional deductions as elected on your W-4 now appear on your check.</td>
</tr>
<tr>
<td>5</td>
<td>Earnings in UCPath appear in work week increments (for biweekly employees only). Earnings are grouped by Earn Code for all jobs (appointments). Vacation and sick time are now included in the hours and earnings display. <em>See FAQs for more details.</em></td>
</tr>
<tr>
<td>6</td>
<td>Your federal and state tax withholdings for this pay period and the year to date. The additional deductions listed in section four are included in these calculations.</td>
</tr>
<tr>
<td>7</td>
<td>Before tax and after tax deductions display separately in UCPath.</td>
</tr>
<tr>
<td>8</td>
<td>All contributions that UC pays on your behalf to health and welfare plans and retirement. <em>See FAQs for more details.</em></td>
</tr>
<tr>
<td>9</td>
<td>OASDI (Social Security) and MED (Medicare) gross amounts are included in the display of current and year to date pay.</td>
</tr>
<tr>
<td>10</td>
<td>The check number, account type and total amount of pay deposited to your accounts, with up to three direct deposit account options now available.</td>
</tr>
</tbody>
</table>

---

**Sample Monthly Earnings Statement**

**UCPath Check**

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
<th>Hours</th>
<th>YTD</th>
<th>Current</th>
<th>Rate</th>
<th>Hours</th>
<th>YTD</th>
<th>Current</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Pay</td>
<td>12.50</td>
<td>162.99</td>
<td>2,075.92</td>
<td>2,000.00</td>
<td>12.50</td>
<td>162.99</td>
<td>2,075.92</td>
<td>2,000.00</td>
</tr>
<tr>
<td>Total Pay</td>
<td>2,075.92</td>
<td>2,000.00</td>
<td>2,075.92</td>
<td>2,000.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TAXES**

<table>
<thead>
<tr>
<th>Description</th>
<th>Rate</th>
<th>Hours</th>
<th>YTD</th>
<th>Current</th>
<th>Rate</th>
<th>Hours</th>
<th>YTD</th>
<th>Current</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Tax</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>CA Withholding</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Federal Tax</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Social Security</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Medicare</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Total Taxable</td>
<td>2,075.92</td>
<td>2,000.00</td>
<td>2,075.92</td>
<td>2,000.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NET PAY DISTRIBUTION**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social Security</td>
<td>0.00</td>
</tr>
<tr>
<td>Medicare</td>
<td>0.00</td>
</tr>
<tr>
<td>State Tax</td>
<td>0.00</td>
</tr>
<tr>
<td>CA Withholding</td>
<td>0.00</td>
</tr>
<tr>
<td>Federal Tax</td>
<td>0.00</td>
</tr>
<tr>
<td>Social Security</td>
<td>0.00</td>
</tr>
<tr>
<td>Medicare</td>
<td>0.00</td>
</tr>
<tr>
<td>Total Pay</td>
<td>2,000.00</td>
</tr>
<tr>
<td>Total Taxable</td>
<td>2,075.92</td>
</tr>
<tr>
<td>Total Net Pay</td>
<td>1,972.10</td>
</tr>
</tbody>
</table>

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DMS 35 – Item 4-11
Graduate Student Pay

- Conversion of graduate students information is on track
- Problems with Grad pay, such as FICA, experienced by earlier implementations have been resolved
- Testing of TFRS system for fee remissions has successfully concluded
  - There continue to be concerns regarding user input errors and the learning curve – additional training has been conducted for those who transact
  - Transactions will be reviewed during January
Issues at other campuses

- Davis most recent campus to go live in October
- Significant issues around hiring due to go-live at beginning of School year
- Majority of their issues were due to changes within Davis organization and not planning for the time required to hire both within Davis and processing time at UCPC
- Students looking for benefits and pay that were not in UCPath (fellowships)
- Students working before hired in the system- did not record time, not paid as system did not know they existed
What is UCI doing?

- Created a Grad Student Fact Sheet
  - Being distributed by AGS at bagel days in each school
  - Recommending that Grad students talk to division payroll coordinator or HR if any pay concerns
- Payroll has developed a process for quickly getting pay to anyone who was paid incorrectly
- Plan to have people on Ring Road around Bi-weekly pay periods in January to direct people with questions to a special office for students
- UCI EEC 4-0500 has a push 1 for students
Where can I get additional information now?

- UCPath.uci.edu
  
  Email: ucpath@uci.edu

- With U • For U mobile app
Questions

• Please cascade Information
• What have you heard and what concerns do you have?
• What else can we do to get the message to Academic Community?
Your pay. A new way. UCPath is coming to UCI in January 2020.

What is UCPath?

- UCPath stands for UC Payroll, Academic Personnel, Timekeeping & Human Resources.
- A UC systemwide project to modernize its current 35-year-old payroll system. UCPath will unify and standardize payroll, benefits and human resources for all UC employees.
- UCPath Online is a 24/7 self-service portal for UC employees to view pay statements and benefits, update personal information and tax forms, sign up for and manage Direct Deposit, and make life event changes (such as marriage); managers can view job-related information for direct reports.
- To see what is changing and not changing, visit ucpath.uci.edu.

What do I need to know?

- UCPath Online will replace At Your Service Online (AYSO) to view/manage payroll, benefits, and Direct Deposit. AYSO will be used for retirement information plus historical W-2 and earnings statements (pre-2020).
- Timesheets will not move to UCPath; they remain in the current system and interface with UCPath.
- Know your current UCI netID and how to use DUO Multifactor Authentication - oit.uci.edu/mfa.
- Employees will have a new ID number that will remain throughout their UC careers at all UC locations. No need to get new ID cards, however.

When does UCPath start at UCI?

- Access to UCPath Online: January 2, 2020
- First monthly paycheck: January 2, 2020
- First bi-weekly paycheck: January 8, 2020

What do I need to do?

By November 14

Last day to sign up for or make changes to Direct Deposit to ensure it is set up for January pay. Employees who currently use Direct Deposit don’t need to do anything — it will transfer to UCPath.

By December 1

Employees who receive a paper paycheck should verify or update their home address in AYSO, as this will transfer to UCPath as the place to mail paychecks.

December 1 – 31

Cutover from our current payroll system to UCPath. This is a “freeze” time for payroll actions; your payroll processor won’t have the ability to make any payroll changes during this time (e.g. hires, terminations, salary, percent time changes, etc.). Make payroll and hiring actions, when possible, before Dec. 1 in the current system or after Jan. 2 in UCPath. Alert your local CPO if you have a December hire.

In January

- Starting January 2, access UCPath Online via ucpath.uci.edu; click the UCPath Online button.
- Login will require UCI netID authentication and Duo Multifactor Authentication (oit.uci.edu/mfa).
- First login requires a set-up of security and government-mandated demographic questions.
- Review your benefits and pay statement. Note new year tax rate and benefit choice changes. If you see unexpected differences, contact your department’s payroll/personnel staff or UCI’s local Employee Experience Center (EEC) — call at 949-824-0500 or visit eec.hr.uci.edu.
- Review your personal information to be sure it’s current; update if needed.
- Add emergency contact information.
Paycheck and Pay Statement Changes

- Pay statements will look different – see a sample at ucpath.uci.edu under Path Guides. For anyone with multiple appointments, only one will show — but pay will be for all appointments.

- Paper paychecks will no longer be available for on-campus pickup. They will be mailed to home addresses from a bank the day before payday and may take 2-4 days for delivery. Sign up for Direct Deposit via ZotPortal (portal.uci.edu) to avoid pay delays.

- One-time payments such as housing allowances or retroactive summer compensation will now be paid with the next regular paycheck.

Hiring

- Under UCPath, the hiring process will take longer, so add time to the hiring process.

- To ensure a new hire will have access to their netID and email on “day one,” new hire paperwork will need to be started earlier for the new approval process (2-3 weeks before the new hire’s start date).

- UCPath will limit expedited payments if employees are not in the system, so communicate information early.

UCPath Changes of Special Interest to Academics

Funding Timelines – UCPath will not end a position when a fund expires, so carefully monitor funds.

Plan Ahead & Communicate – Staff will be learning new systems that can be complex and some transactions must now go through the UCPath Center in Riverside to be processed, so be patient. Communicate well in advance and realize some processes will take longer to complete.

Types of Graduate Student Pay Issued from UCPath – Teaching Assistants/Associates, Readers, Tutors, and Grad Student Researchers/Assistant Researchers

Types of Graduate Student Pay NOT Issued from UCPath – Fellowship Stipends (i.e. from school/ department fellowships, Graduate Division fellowships, external awards such as NSF GRFT, etc.). Most of these are issued through the SBS (Student Billing System).

What to do if an ASE or GSR appointment fee/tuition remission is not paid – Remission issues from previous UC campus rollouts have been resolved. If remissions are absent on a Student Billing Services (SBS) account, the graduate student should ensure they are enrolled in units and have paid past due charges and remaining fees not covered by remission (i.e. campus fees or nonresident supplemental tuition). If those are resolved, contact the hiring department.

Changes Impacting Current Processes

UC Systemwide = greater efficiencies with some reduced flexibility

- New hires later in the month may not receive a first paycheck until the following month.

- Deadlines will be shorter and more firm for payroll transactions.

- Transactions require approval at UCI before being finalized in the system, adding to processing time.

Composite Benefit Rates (CBR) will be implemented with UCPath

- Many components of total benefits cost previously charged individually will be combined into a single CBR rate; this will improve the ability to plan for the costs that will be charged to grants.

- The CBR will be consistent for each year, with the actual charges equal to planned charges.

- Consistent method of charging benefits costs common in most other institutions and agencies.

- Not included in CBR: vacation leave, sabbatical, tuition remission, GSHIP (grad student tuition & fees), and EPL (employee practice liability).

Where to Go for Questions and Help

- Your current department payroll or personnel representatives, CPOs, MAABOs, etc.

- Employee Experience Center (EEC) UCI’s local support center; call 949-824-0500 or visit eec.hr.uci.edu.