Welcome to the Spring 2018
Campus Town Hall
Vice Chancellor for Administration ~ March 15, 2018
Peggy Huston
Chief Operating Officer
Campus Shared Services

CSS Regional Restructuring
Basic facts regarding the Regional Restructuring

**What is it?**
A reorganization of CSS – to provide services to a specified group of Academic or Administrative units (5 academic, 1 all other).

**Why are we doing this?**
To improve upon the integration of services (RA, HR, B&FS) by narrowing the focus of service teams to a smaller group of units.

**When will it happen?**
The region supporting CoC & MPS started up in January and the transition of services is in progress. Three other Service Regions will follow when ready.
How does a region start up?

The unit leaders appoint a Regional Associate Dean (RAD) who serves as an intermediary:
- Works with unit leads to organize needs, identify and prioritize areas for improvement, resolve issues within the units.
- Works with the CSS COO to provide direction for the Regional Director on service changes and improvements.

A Regional Director is hired:
- Leads the operations and manages staff in the CSS Service Region.

Establish a governance structure:
- Establish channels for input from faculty and staff.
- Establish decision responsibility.

Transition staff and operations to Regional Director
What services are included in a CSS Service Region?

Research Administration Pre-Award and Post-Award

Human Resources

- HR Partners
- Gen 2s
- Payroll/Timekeeping
- HCM Data Entry

Purchasing (Procurement)

Travel and Entertainment (T&E) Reimbursements
Which services will remain centralized?

- Recruiting
- Records Management
- Onboarding
- First Contact Service Desk
- Visas
- Benefits
- Leaves
- IT (Desktop Support, Service Desk, Procurement/Provisioning)
Where will Regional staff be located?

- Seeking space where regional staff can co-locate.

- Research Administrators and HR Partners will have workspace on campus as they do now.

- Other Regional staff may continue to be located at Fourth Street or on campus.

- If Academic units want the staff to move from Fourth Street to campus, they must identify permanent space.
Central support for Service Regions

Technology
- Implementation of a new portal
- UC Path

Training and Development
- RA Professional Development Program
- Launch HR Professional Development Program
- Manager/Supervisor Leadership Development Program

Process Improvement/Changes
- Research Administration E2E
- UC Path
**Budget/funding for Service Regions**

- One budget is assigned to CSS and allocated to the units/regions within CSS.

- A new allocation model will be established with input from the Deans and Vice Chancellors.

- CSS will experience another budget reduction in FY2019 (~6.2%). Service coverage will require academic and administrative units working together.