



University of California
**Administrative
Management Professionals**

UC-Santa Cruz
Administrative Management Professionals
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amp.ucsc.edu

CYNTHIA LARIVE
Chancellor

LORI KLETZER
Campus Provost and Executive Vice Chancellor

PATTY GALLAGHER
Chair, Academic Senate

September 18, 2023

Dear Campus Colleagues

Re: 2023 AMP Priorities Memo

UC AMP (Administrative Management Professionals) is a systemwide institution of business officers from academic departments and research organizations, curriculum and academic program analysts, and operations managers. Our mission statement can be found on our website (amp.ucsc.edu).

In addition to providing targeted programming and professional development to our membership, each year we survey members and prepare a list of identified priorities for your consideration and support. This year we reviewed our memos from the past few years, to identify the constant themes and propose potential solutions. As you are aware, **we often raise similar issues, year after year, and we would welcome an opportunity for frank conversation as to whether and how these might be addressed in the near future.** We would like to make sure that our continued communication with you is as relevant and productive as possible.



Our group's membership, of approximately 80 senior business officers, holds a tremendous amount of expertise as well as deep motivation to improve campus systems and morale. We are keen to explore opportunities for AMP to be part of the decision making and development of this campus, sharing our knowledge and experience as well as communicating more clearly back to our membership.

2023 Priorities

Priority 1: Staff well-being, workload, retention and compensation

These issues have been raised frequently over the past few years, in various guises including requests for compensation review, parking subsidies, cost of living allowance, policy against bullying and hybrid/remote working investment. We know you are keenly aware of the increasing cost of living in Santa Cruz, as well as the disparity in compensation increases between represented and policy-covered staff.

Intricately connected to these issues are those of professional development, effective supervision and staff vacancies, hiring processes and promotion. The largest subgroup of our membership consists of Department Managers and Assistant Managers.

Proposed Solution:

We append to this memo a proposal for a change in the reporting structure for administrative managers as well as the creation of an Office of Department Operations Coordination, a model already in place in parts of our campus and which has the potential to address many of the concerns that AMP highlights.

Priority 2: Communication

For the past few years, we have raised the issue of campus communication and the frequent lack of transparency around processes which often leads to abruptly imposed tight deadlines. Recent examples include the proposal and initiation of the campus calendar, the issue of remote summer instruction, and the lack of integrated IT systems.



Proposed Solution:

The proposal appended to this memo also addresses this priority, since an Office of Department Operations Coordination would provide a channel for concerns to be raised by and to your offices when necessary, with the aim of speedier and more effective responses to major issues.

We also continue to propose AMP representation on all relevant committees and task forces across campus, to enable the timely communications we request. Our Executive Board is happy to stand as the coordinating body for such membership.

In addition, we follow our existing practice of inviting relevant campus partners to our membership meetings. The usual format is a short presentation, followed by an Q&A session. In response to some of the issues that arose last year, we have invited representatives from Summer Session, CCI, CEP, Committee Analysts, Senate Director, ITS Experience, Strategy and Design, AVC for Staff Human Resources and Chief Human Resources Officer, Director of Employee Relations, as well as UC-wide speakers of interest such as the Staff Advisors to the Regents. We list these to remind you of our proactive approach to addressing many of the issues raised by our membership during the year. We find the open discussion sessions to be extremely valuable not only for our members but also for the partners present, exposed to a perspective they may not otherwise experience.

We continue to welcome your advocacy and support on issues affecting staff on our campus as well as within the wider system.

Priority 3: Housing, Compensation Equity and Advocacy for Staff

Staff satisfaction and retention continue to be extremely important concerns to campus department managers. With the continuous and significant increases in housing and other living expenses in Santa Cruz, it is becoming increasingly difficult to both recruit and retain quality staff members. The high turnover combined with long recruiting times demoralizes existing staff and causes gaps in productivity. Everyone – faculty and students included – suffers as a result, as workload increases while staff support is inconsistent at best and often absent. These issues



unfortunately continue to intensify as housing costs locally increase at a much higher rate than staff compensation does.

AMP has discussed housing and compensation inequities with campus administration on several occasions. We remain grateful for the willingness to engage with us, although there have been no proposals or advocacy provided to improve the situation. While we understand that many of these matters are beyond the control of our campus, and that UCOP, the Regents, or the state budget may be responsible, we consider that there remains a need for further discussion and advocacy on our behalf. We are well aware that the budget for staff funding is entirely separate to that for faculty (including faculty MOP and ZIP loans, start-up funds, equity increases and year-to-year merit increases) and yet we all live in the same town, with the same housing and living costs.

Student success and campus growth depend on maintaining quality faculty, teaching, and research, which all require a consistent and effective support staff. The success of the entire campus community requires us all to have equitable access to housing, career growth, and compensation.

Proposed Solution:

Policy-covered staff need meaningful advocacy at the system and state level. We need campus leadership to demonstrate to system and state administrators how important support staff are to UC Santa Cruz, and how important housing and compensation equity are to retaining a high performing staff. We ask therefore that leadership increase pressure on the larger system to address these issues, and to actively work within our campus to better redistribute resources in order to facilitate staff retention and growth.

Our Invitation

We would welcome an opportunity to discuss our proposals with you and other appropriate leaders of our campus. As is our usual practice, we invite you to join the AMP Executive Board during fall quarter to discuss our priorities, as well as another meeting in Spring quarter to



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evaluate progress. Our Executive Board meetings take place on the second Friday of each month. Please let us know your availability to meet.

Sincerely,

UC Santa Cruz AMP Executive Board

Ruby Barnett, Chair

Elaina Boncich, UC AMP Systemwide Steering Committee Member

Evin Knight, UC AMP Systemwide Steering Committee Chair

Lynn Crowder, Treasurer

Emily Gregg, Ex-Officio

Jimmy Gaffney, Executive Board Member

Aaron McPherson, Executive Board Member

Fred Deakin, Executive Board Member

Fiona Weigant, Executive Board Member

cc:

Anna Finn, Associate Chancellor, Chief of Staff, Chief Ethics and Compliance Officer

Ann Pham, Assistant Executive Vice Chancellor and Chief of Staff

Kimberly Register, Associate Vice Chancellor, Budget Analysis and Planning

Peter Biehl, Vice Provost and Dean, Graduate Studies

Anju Reejhsinghani, Vice Chancellor for Diversity, Equity, and Inclusion

Herbie Lee, Vice Provost for Academic Affairs

Andrea Cohen, Director of Strategy and Chief of Staff

Michael Tassio, Director of Online Education, Academic Affairs

Jody Greene, Associate Vice Provost for Teaching and Learning

Grace McClintock, Assistant Vice Provost, Academic Personnel

Richard Hughey, Vice Provost and Dean, Undergraduate Education

Tracy Crick, Assistant Vice Provost and Chief of Staff, Undergraduate Education

Stacey Sketo-Rosener, Assistant Vice Provost for Undergraduate Advising

Becky George, Assistant Vice Provost, Global Engagement



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Akirah Bradley-Armstrong, Vice Chancellor, Student Affairs and Success
Aisha Jackson, Vice Chancellor of Information Technology
Garret Naiman, Associate Vice Chancellor and Dean of Students
Biju Kamaleswaran, Associate Vice Chancellor, Campus Controller
Kamala Green, Associate Vice Chancellor and Chief Human Resources Officer
Tchad Sanger, University Registrar
Monica Parikh, Director of Summer Session
Matthew Mednick, Executive Director, Academic Senate
Academic Divisional Deans
Divisional Assistant Deans