

# UNIVERSITY OF CALIFORNIA, IRVINE

## STUDENT AFFAIRS DIVISION

### I. VISION & MISSION

UCI Student Affairs supports the university's academic mission from outreach to alumni participation. We offer comprehensive programs and services to advance co-curricular learning, foster student leadership, enhance the quality of student life, and promote the general welfare of the campus community.

### II. WORKFORCE

#### MANAGEMENT TEAM

---

Edgar J. Dormitorio	Vice Chancellor, Student Affairs (Interim)
Brice Kikuchi	Assoc. Vice Chancellor, Auxiliary Services & Resource Planning
Rameen Talesh, Ed.D.	Assistant Vice Chancellor & Dean of Students, Student Life & Leadership
Marcelle Hayashida, Ph.D.	Associate Vice Chancellor, Wellness, Health & Counseling Services
Sherwynn Umali	Asst. Vice Chancellor/Chief of Staff; Communications & Special Programs (Interim)
Brice Kikuchi	Chief Financial Officer
William Reddel	Director, Human Resources

#### STUDENT AFFAIRS STAFF

---

Career (FTE)	
Filled:	702.63 FTE
Provision:	79.96 FTE
Career FTE Total:	782.59 FTE
Staff Headcount	892

*For Organization Chart, see end of Student Affairs Division section.*

### III. ORGANIZATION

Student Affairs is organized around clusters based on the services that are provided to students. The clusters are Auxiliary Services; Student Life & Leadership; and Wellness, Health & Counseling Services. The departments in each cluster are listed below.

#### Auxiliary Services

---

- The Hill (formerly the UCI Bookstore)
- Hospitality & Dining Services
- Student Center & Event Services
- Student Affairs Information Technology
- Student Government & Student Media
- Student Housing

#### Student Life & Leadership

---

- Center for Black Cultures, Resources & Research
- Campus Organizations & Volunteer Programs
- Center for Student Leadership
- Cross-Cultural Center
- DREAM Center

- FRESH Basic Needs Hub
- Greek Life
- International Center
- Lesbian, Gay, Bisexual, Transgender Resource Center (LGBTRC)
- Office of Academic Integrity & Student Conduct
- Office of the Dean of Students
- Student Outreach and Retention Center (SOAR)
- Veteran Services Center
- Womxn's Hub

### **Wellness, Health & Counseling Services**

---

- CARE (Campus Assault Resource & Education)
- Campus Recreation
- Child Care Services
- Counseling Center
- Disability Services Center
- Student Wellness & Health Promotion
- Student Health Center

**ADMINISTRATIVE ORGANIZATION  
UNIVERSITY OF CALIFORNIA, IRVINE**

**CHANCELLOR**  
Howard Gillman

---

**PROVOST and  
EXECUTIVE VICE CHANCELLOR**  
Enrique J. Lavernia

**VICE CHANCELLOR  
STUDENT AFFAIRS**  
Edgar Dormitorio (interim)

**ASUCI President**  
**AGS President**  
**AMS President**

**Chief Financial Officer**  
Brice K. Kikuchi

**Cultural Affairs and Organizational Relationships**  
Sumita Furlong

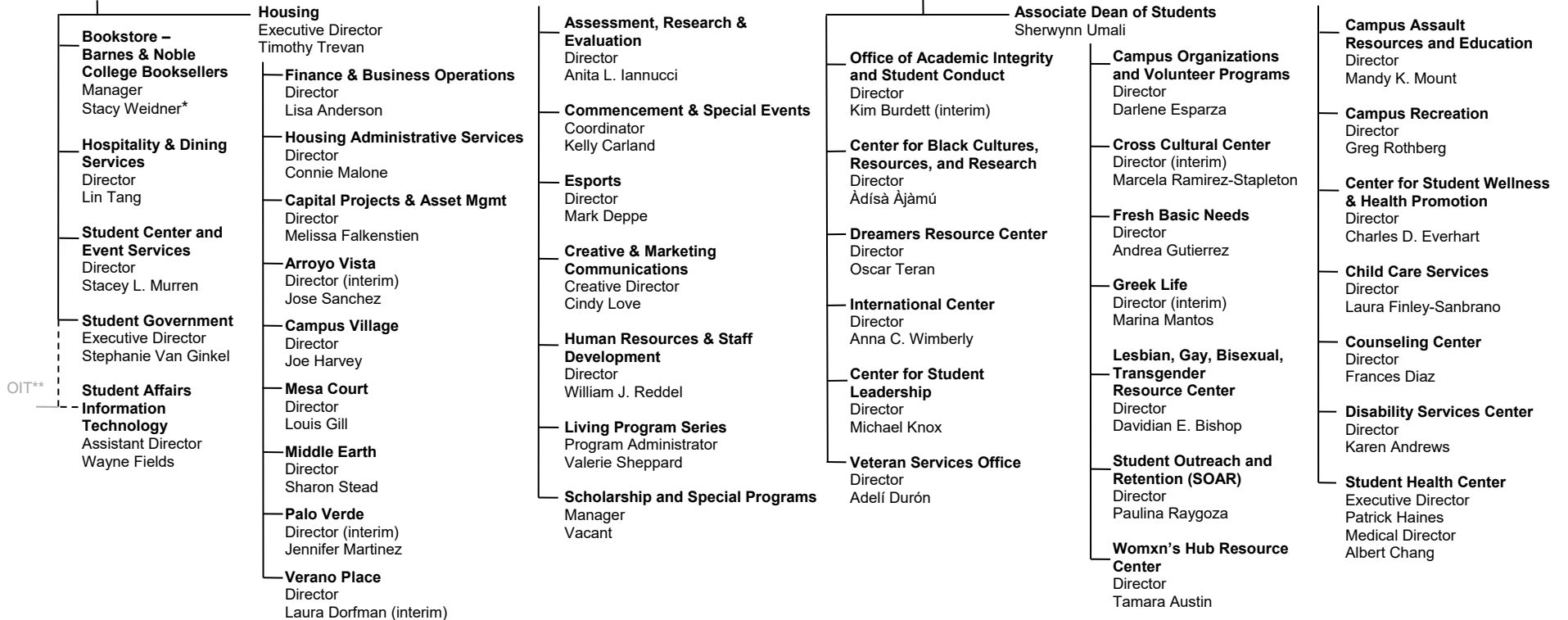
**Student Affairs Development Officer**  
Tiana L. Johnson

**Associate Vice Chancellor  
Auxiliary Services and Business Enterprises**  
Brice K. Kikuchi

**Assistant Vice Chancellor/Chief of Staff  
Communications & Special Programs**  
Sherwynn Umali (interim)

**Assistant Vice Chancellor  
Dean of Students, Student Life & Leadership**  
Rameen A. Talesh

**Associate Vice Chancellor  
Wellness, Health & Counseling Services**  
Marcelle C. Hayashida



\* Contract Management Agreement

\*\* Office of Information Technology

# UNIVERSITY OF CALIFORNIA, IRVINE

## OFFICE OF THE VICE CHANCELLOR

### I. VISION & MISSION

UCI Student Affairs supports the university's academic mission from outreach to alumni participation. We offer comprehensive programs and services to advance co-curricular learning, foster student leadership, enhance the quality of student life and promote the general welfare of the campus community.

### II. WORKFORCE

#### MANAGEMENT TEAM

---

Edgar J. Dormitorio	Vice Chancellor, Student Affairs (Interim)
Brice Kikuchi	Assoc. Vice Chancellor, Auxiliary Services & Resource Planning
Sherwynn Umali	Asst. Vice Chancellor/Chief of Staff; Communications & Special Programs (Interim)
Brice Kikuchi	Chief Financial Officer
William Reddel	Director, Human Resources
Cindy Love	Creative Director, Communications

#### STAFF

---

Career (FTE)	
Filled:	11.00 FTE
Provision:	0.00 FTE
Career FTE Total:	11.00 FTE
Student Staff	10 Employees in VC Office 4 Employees in Advancement
Other	None

*For Organization Chart, see end of Office of the Vice Chancellor section.*

### III. SERVICES PROVIDED

- Set and manage Student Affairs Division priorities
- Budget and Human Resources support

Resource Management provides support to Student Affairs units in the areas of budget, finance and human resources. We serve as the main liaison between Student Affairs departments and central campus services. We are primarily focused on consistent service delivery to all levels of the organization as well as informing the vice chancellor of internal issues.
- Communications and Creative Services

Student Affairs Communications & Creative Services' primary focus is on communications to students and parents, and communications from the vice chancellor. The department establishes and oversees the division's visual identity, look and feel, and ensures consistency with the university's branding, graphic standards and style guides across the division. SA Communications & Creative Services also develops and creates visual identities and campaigns for special projects for the Office of the Vice Chancellor, and other division and campus entities.

- Student Affairs stewardship and fundraising for scholarships  
Student Affairs Development Staff consult with University Advancement (UA) and the departments within Student Affairs for development strategy, community outreach to donor-prospect community – foundation, private and corporate.
- Manage special and priority events and ceremonies, including New Student Convocation and Commencement
- Assessment, Research & Evaluation
- Liaison to elected student leadership
- Programs and events

## **VCSA INITIATIVES**

---

### **New Narratives: Conversations on Identities & Cultures**

The award-winning New Narratives program is an out-of-classroom education series that augments the collective and individual knowledge and awareness of our campus community on issues of diversity, equity and inclusion. Designated as a Hispanic Serving Institution (HSI), Minority Serving Institution (MSI), Asian American and Native American Pacific Islander-Serving Institution (AANAPISI), Low-Income and First-Generation serving institution, UCI's unique student demographics require deliberate programming to educate and sensitize campus population to intercultural, intersectional and inter-group issues, and teach all constituencies to work together in successful collaborations. New Narratives continues to fill these needs successfully. It has thrived and morphed with the changing times to offer timely events to both campus and off-campus communities. Through speakers, films, forums, panels, workshops and other modes, New Narratives provides students, staff, faculty and community members a space to wrestle with difficult social justice issues, promote healthy intergroup dialogues, and develop intercultural skills.

2017-18 events served attendees ranging from 85 to 300 based on the topics, speaker reputation and event designs. Topics have included: The Fierce Urgency of Now: Climate & Context for Social Unrest and Community Healing; Redressing Wounds: Day of Remembrance – impact of Japanese American internment on current generation; The Color-Line – Ballet Dancers and Race; Navigating Multiple Cultures as Americans; Race & Policing: Defining the Problem and Developing Solutions; Millennials and the 2016 Elections with speakers including Michael Eric Dyson; Ain't I a Woman with Laverne Cox; and Common Conversations with Common. A discussion on free speech with Cornel West and Robert P. George will be held in January 2019.

### **Women's Empowerment Initiative**

This initiative is dedicated to the empowerment of the next generation of women leaders across the spectrum of activities in global society where they can increase their scope of influence, make distinctive contributions and take control over those factors within their realm of influence.

While women leaders remain underrepresented in global leadership, the last decades of the 20<sup>th</sup> century and the first decades of the 21<sup>st</sup> century have seen the emergence of especially strong women leaders across all the domains of under-representation.

### **Living Peace Series**

Living Peace, a series of conversations with international leaders committed to making the world a healthy, sustainable, and compassionate place, is a partnership between UC Irvine and the Living Peace Foundation ([livingpeace.org](http://livingpeace.org)) whose mission is helping people to discover their own wisdom

and gifts and to then share those gifts with the world. Past speakers have included His Holiness the Dalai Lama, Jane Goodall, Nobel Peace Prize winner Leymah Gbowee and Sir Richard Branson. Events are held at the Student Center, open to an audience of approximately 900 campus and community members. Events are live-streamed and archived. [www.livingpeace.uci.edu](http://www.livingpeace.uci.edu)

## **SCHOLARSHIPS**

---

### **Dalai Lama Scholars Program**

Each spring, the UCI Dalai Lama Scholarship is awarded to a current UCI undergraduate with a record of strong academic achievement, a demonstrated commitment to helping others, and an innovative proposal to create a campuswide project to promote peace, compassion and/or ethics.

The program was established in honor of the 2004 visit to UCI by His Holiness the XIV Dalai Lama, world-renowned spiritual leader and recipient of the 1989 Nobel Peace Prize, through donations from local individuals and foundations committed to advancing peace, ethics and compassion. His Holiness returned to UCI in 2011 to recognize the UCI Dalai Lama Scholars and their exceptional projects, and in 2015 for a Global Compassion Summit in honor of his 80<sup>th</sup> birthday.

The award is for \$10,000 plus a matching grant of \$6,000 from Dalai Lama Fellows, a nonprofit organization based in San Francisco to cover project expenses. Past projects have included Peace Week, Kindness Month, Leap of Faith (an interfaith initiative) and Project ACE, a mentoring program for students at the Samueli Academy in Santa Ana (2015-16).

## **SPECIAL PROGRAMS**

---

### **New Student Convocation**

The official opening to the academic year at UCI. New students are introduced to the Chancellor, Vice Chancellors and Deans of the school, and join in Anteater spirit with the UCI Pep Band, cheerleaders and Peter the Anteater.

### **Commencement**

Honoring the achievements that signify the completion of their academic degrees, UCI Commencement is the event for students to be honored in front of their peers, family, friends, faculty and administrators. The UCI Commencement Office coordinates 10 ceremonies over the course of 4 days. More than 8,500 graduates participate in the ceremonies and 47,000 guests are hosted.

### **UCI Esports**

The UCI Esports program enhances the UCI college experience through gaming. The program is built on four pillars: Competition, Academics, Community and Entertainment. On September 23, 2016, the UCI Esports Arena opened to over 1,500 visitors. The first of its kind, the UCI Esports Arena serves as the home for the UCI gaming community and is open to guests and visitors to play recreationally or compete against each other on high-end gaming computers. The program supports student-gamers that will represent the school in national tournaments.

## **IV. THOSE SERVED**

UCI Community

## **V. HISTORY**

### Vice Chancellors, Student Affairs

1964 - 1965	Richard Blach
1965 - 1966	Spencer C. Olin (Acting)
1966 - 1969	Donald E. Walker
1969 - 1978	John Hoy
1978 - 1984	John Whitely
1984 - 1995	Horace Mitchell
1995 - 2010	Manuel N. Gómez
2010 - 2011	Thomas A. Parham (Interim)
2011 - 2018	Thomas A. Parham
2018 - Present	Edgar J. Dormitorio (Interim)

#### VI. LOCATION

Office of the Vice Chancellor, Student Affairs  
405 Aldrich Hall  
Irvine, CA 92697-5180  
Studentaffairs.uci.edu

#### VII. ASSETS *Major facilities, technologies, and equipment*

##### FACILITIES

Office of the Vice Chancellor, Student Affairs and the Associate Vice Chancellor's office share office space of 2,395 ASF.

##### TECHNOLOGY

OVCSA is supported by Student Affairs Information Technology.

##### EQUIPMENT

Standard office equipment.

#### VIII. REGULATORY REQUIREMENTS

*For a full list of Student Affairs mandates, please refer to Appendix A at the end of the book.*

#### IX. ADVISORY COMMITTEE

Vice Chancellor's Management Group (VCMG)

#### X. MAJOR ISSUES

#### XI. MISCELLANEOUS

#### XII. 2017-18 ACCOMPLISHMENTS

- Successfully executed 10 undergraduate Commencement Ceremonies, in addition to incorporating Graduate Hooding on the same weekend as the Commencement Ceremonies
- Minor space adjustments in VCSA office resulting in loss of conference space to accommodate additional campus social workers
- Managed communications and event response to various student events and activities that receive media attention.

- Orient and support new staff members – Interim Vice Chancellor Student Affairs, Interim Assistant Vice Chancellor and Chief of Staff, Associate Vice Chancellor Auxiliary Services
- Continue to be flexible and responsive to organizational challenges that face the campus
- Conversation Hours with the Vice Chancellor
- Outreached to specific campus groups to meet with the Vice Chancellor
- Successful programmatic accomplishments with New Narratives
- Successfully hosted the 2<sup>nd</sup> Annual Girls Leadership Summit in collaboration with Global Glow non-profit organization
- Allocated funding to Registered Campus Organizations and Departments through the Vice Chancellor's Special Allocations Fund
- Communications and creative services for collateral publications in the division
- Parent communication
- Parent book and monthly emails
- Supported Dalai Lama Scholar's project: Global Partners for Sustainability

### **XIII. 2018-19 GOALS**

- Continue implementation the Student Affairs Strategic Plan
- Support programs, such as New Narratives and Women's Empowerment Initiative
- Continue to provide support for the Center for Black Cultures, Resources & Research and Womxn's Hub
- Create a Student Affairs division-wide onboarding program for new staff
- Provide administrative support for the UCI Esports program
- Successfully execute New Student Convocation
- Successfully execute Commencement ceremonies over a four-day period
- Provide leadership for division-level examinations of learning outcomes data through active consultations with division personnel, collaboration on and development of assessment tools.
- Extend communications and use of assessment results through the dissemination of assessment findings, including the development of three Assessment, Research and Evaluation briefs.
- Provide fiscal guidance and support for all units within Student Affairs and to seek ways to streamline and manage costs while also exploring opportunities for revenue generation where appropriate
- Review and assess programs and services to Registered Campus Organizations funded by the Vice Chancellor Special Allocations Fund
- Create intentional efforts to increase graduate student support
- Increase communication efforts by launching a new VCSA website and VCSA newsletter

### **XIV. AWARDS**

None available

### **XV. LEARNING OUTCOMES**

[2017-18 Updates](#)

---



### New Narratives Events

#### CIVIC & COMMUNITY ENGAGEMENT

Students who participate in New Narratives events will develop a sense of local, national, and global responsibility.

**Measured By:** Post survey of student opinions, beliefs

**Results:** Following three of the New Narratives events, post surveys asked students whether after the event they felt more empathy toward people facing many types of discrimination today. Students' rates of agreement or strong agreement that they felt more empathy were 92% at one event, 89% at another, and 92% at the third event (virtually all who did not agree were "neutral").

Responses after those same three events showed agreement that they were also now more eager to help people facing discrimination today. After the three events, 92%, 86%, and 75% of students reported agreement or strong agreement that they were now more eager to help those facing discrimination, while virtually all other respondents selected the "neutral" response.

**Use:** Reporting Results

### New Narratives Events

#### DIVERSITY & GLOBAL CONSCIOUSNESS

Students who attend New Narratives events will broaden their perspective about people different from themselves.

**Measured By:** Post survey of student opinions, beliefs

**Results:** We were unable to assess this because the New Narratives events drew mostly students with the background as the focus of the particular event, e.g., Pilipinx or undocumented.

However, our post-event survey did ask to what extent students learned more about the issues facing the particular group, even though the group was often themselves. At the Undocuqueer event, 69% agreed or strongly agreed that they had learned more about the issues facing undocuqueer students and 77% reported having learned more about the issues facing undocumented students. At the event about Japanese internment camps during WWII, 93% of students agreed or strongly agreed that they had learned more about the camps and what Japanese in the US had faced. At the Pilipinx-American event, 91% either agreed or strongly agreed that they had learned more about that group's experiences and struggles.

One of our goals for the next year is to draw students with a wider variety of backgrounds to each event

**Use:** Reporting Results

### New Narratives Events

#### DIVERSITY & GLOBAL CONSCIOUSNESS

Students who participate in New Narratives events will develop more of a sense of their own beliefs and values.

**Measured By:** Post survey of student opinions, beliefs

**Results:** This was only assessed following the last event of the year, the Pilipinx-American event. However, 88% of students agreed or strongly agreed that the event had made them think more about some of their own beliefs and values.

**Use:** Reporting Results

## Student Employees

### PROFESSIONAL & ADMINISTRATIVE SKILLS

Students will learn and demonstrate professional and administrative skills needed to function effectively in their respective department now and in future professional settings. This includes but is not limited to: Etiquette in fielding phone calls and taking messages; Enhancement of communication skills; Strengthening their leadership skills; Demonstrating professional problem-solving skills; Strengthening project management skills.

**Measured By:** Student product (e.g., portfolio, journal) rated without rubric

**Results:** Pending

**Use:** Providing feedback to student/participant; refining program/program changes

## UCI Esports

### PROFESSIONAL & ADMINISTRATIVE SKILLS

Students hired by UCI Esports (working as Arena staff or as interns or team support staff) will all develop and improve on skills relevant to future careers such as customer service, project management, communication, problem solving and technical troubleshooting. The supervisor of student staff will conduct 1-on-1 interviews and personal observation of their work with students each quarter to monitor their progress as well as give/receive feedback.

**Measured By:** Pre and Post surveys of student opinions, beliefs; interviews: one-on-one; student performance rated using rubric

**Results:** We've implemented three actionable feedback items: a physical check-in sheet and location to encourage more active customer service participation and awareness of Arena business/customer need; an IT task force trained for more complicated troubleshooting tasks to reduce the need for OIT personnel or assist with their tasks; and more physical notices and signs for important events, dates and operating changes within the Arena.

We measured student performance and gathered feedback on the following areas: customer service, communication, problem solving and technical troubleshooting. We removed project management when we realized most projects were owned by interns or full-time employees instead. We will explore future opportunities for more leadership roles within student staff, but only 3 students expressed interest in pursuing additional roles and responsibilities.

These percentages are rough due to some misplaced documentation (another focus for next year):

- Customer service: 100% improvement
- Problem solving: 100% improvement
- Technical troubleshooting: 70% improvement, 50% indicated they wanted to learn more
- Communication: 25% improvement

We will be acting on feedback regarding more specialized training, including broadcast support (currently run by interns and volunteers) and event planning/execution. We will be creating more documentation to help with communication issues, including a streamlined SLO process and more clarity on updates on issues in the Arena. Returning students will be assisting with SLO modeling this year as we continue with one-on-one interviews and group training sessions.

We are also shifting some responsibilities onto supervisors from the Arena Coordinator role in response to upcoming structure changes within UCI Esports, including availability for all weekend operating hours.

We continue to have 100% approval for the student staff role in the UCI Esports Arena, with each student expressing satisfaction with their role and our overall program, although two students are interested in getting more involved with improving program interactions with our student organizations

**Use:** Providing feedback to student/participant; refining program/program changes; reporting results

## 2018-19

---

### New Narratives Events

#### CIVIC & COMMUNITY ENGAGEMENT

Students who participate in New Narratives events will develop a sense of social responsibility.

**Measured By:** Post survey of student opinions, beliefs

**Results:** To be reported Summer 2019

**Use:** Refining program/program changes; reporting results

### New Narratives Events

#### DIVERSITY & GLOBAL CONSCIOUSNESS

Students who participate in New Narratives events will develop a deeper understanding of other identities.

**Measured By:** Post survey of student opinions, beliefs

**Results:** To be reported Summer 2019

**Use:** Refining program/program changes; reporting results

### New Narratives Events

#### DIVERSITY & GLOBAL CONSCIOUSNESS

Participation in New Narratives events will motivate students to reach out to or communicate with those who are different from themselves in ethnicity, culture, religion, sexual orientation, identity, socioeconomic status and physical ability.

**Measured By:** Post survey of student opinions, beliefs

**Results:** To be reported Summer 2019

**Use:** Refining program/program changes; reporting results

## Student Employees

### PROFESSIONAL & ADMINISTRATIVE SKILLS

Students will learn and demonstrate professional and administrative skills needed to function effectively in their respective department now and in future professional settings. This includes but is not limited to:

- Etiquette in fielding phone calls and taking messages
- Strengthening their leadership skills
- Demonstrating professional problem-solving skills
- Enhancement of communication skills
- Strengthening project management skills

**Measured By:** Student product (e.g., portfolio, journal) rated without rubric

**Results:** To be reported Summer 2019

**Use:** Providing feedback to student/participant; Refining program/program changes

## UCI Esports Interns

### PROFESSIONAL & ADMINISTRATIVE SKILLS

Our interns will own their own projects within their assigned roles (team managers, social media, streaming, marketing, administrative/events, and high school esports league). They will be tasked with helping Esports full-time staff with relevant projects, practicing leadership skills along with their role's skill sets. They will also be provided plenty of networking opportunities to represent UCI Esports and create connections needed to further their own careers at and after UCI.

**Measured By:** Student product rated without rubric; student performance rated without rubric; pre and posttests of student knowledge; interviews: focus group or informal group discussion; interviews: one-on-one.

**Results:** To be reported Summer 2019

**Use:** Unit planning and/or budgeting; refining program/program changes; providing feedback to student/participant; reporting results

## UCI Esports Arena Student Staff

### PROFESSIONAL & ADMINISTRATIVE SKILLS

Student staff help with the daily operations of the UCI Esports Arena, from providing customer service at the front desk and over the phone, basic IT tasks on Arena computers and broadcast station, equipment rental, event execution and assistance, and processing transactions. Our goal is for all staff to improve their skills in three areas: customer service, events, and technical troubleshooting. There are also six supervisors each year who serve as leaders within student staff, helping provide elevated permissions and making important decisions in the absence of or under the guidance of full-time staff

**Measured By:** Student product rated without rubric; student performance rated without rubric; pre and posttests of student knowledge; interviews: focus group or informal group discussion; interviews: one-on-one

**Results:** To be reported Summer 2019

**Use:** Providing feedback to student/participant; refining program/program changes; reporting results

### Student Employees

#### PROFESSIONAL & ADMINISTRATIVE SKILLS

Students will demonstrate increased knowledge in Microsoft Word, Microsoft Excel, Student Affairs programs, and customer service.

**Measured By:** Student performance rated without rubric

**Results:** To be reported Summer 2019

**Use:** Providing feedback to student/participant; reporting results

### Student Employees

#### PROFESSIONAL & ADMINISTRATIVE SKILLS

Students will learn to identify all the units within the Student Affairs division and the directors attached to each unit that the OVCSA oversees, included but not limited to:

- Auxiliary Services
- Student Life & Leadership
- Wellness, Health Center & Counseling Services
- Commencement
- Student government
- Dalai Lama Scholarship program
- Living Peace Series
- Esports

**Measured By:** Pre and posttests of student knowledge

**Results:** To be reported Summer 2019

**Use:** Providing feedback to student/participant; reporting results

### Student Employees

#### PERSONAL RESPONSIBILITY

Student employees will learn to manage inquiries regarding commencement by demonstrating knowledge about times and dates of each ceremony, the number of tickets provided to each student and by gathering identifying information on the graduate. Students will also gain a clear understanding of the ticketing system in order to manage specific ticket changes and requests.

**Measured By:** Pre and posttests of student knowledge

**Results:** Providing feedback to student/participant; reporting results

**Use:** Providing feedback to student/participant; reporting results



# Office of the Vice Chancellor Student Affairs

