Executive Director Report
Delivered to ASUCSB Senate by
Marisela Márquez, Ph.D.
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Personnel Announcements: Current Updates on Student and Career Staff

1. Lucia Trujillo started a limited appointment with our department last week. She is working full time as the FoodBank Coordinator for AS. Lucia comes to us with ten plus years in advocacy work in the nonprofit sector, holds a law degree and has worked as a financial coach. Her years of experience working in advocacy regarding domestic violence, financial education, housing and legal education will be a great addition to the department.

2. Coraline continues on FMLA (family leave as of yesterday); Ed and I continue to assume her responsibilities in relation to Human Resources and I retain supervisory responsibilities.

3. Up to today I’ve held the Assistant Dir for Budget and Finance search open as new and promising candidates have continued to apply, though I’d initially thought of closing it without a successful appointment. Interviews continue for this position this week, and I will update you as soon as I’ve made a decision.

4. The – AS Isla Vista Community Advisor career level position is open for recruitment and I will be convening a search committee soon.

5. Ken Barrows will start as Assistant Director for Community Affairs, Civic Engagement, and Advocacy with our department on Friday, January 10, 2020. With a Master in Public Policy Administration and a Bachelors of Arts Degree in Pan African Studies, Ken will be supporting, advising and working with students, communities, and non-profits with Associated Students. His lengthy career and background includes: negotiating contracts, providing specialty administrative services, training, development, creating educational techniques to strengthen performance of team members. He will bring much hands on experience and is ready to hit the ground running! His energy and appreciation of Student Affairs will be a great asset to our team!

6. We are glad to announce that Marilyn Dukes will start a new appointment with our department on December 23, 2019. Marilyn will work as the Director of Student Engagement, Business and Services. Marilyn has 30 years experience serving this Department, advising students, planning and producing large scale, campus-wide events as well as serving as a member of the management team. She will bring many years of wisdom and skills to the position. There will be a recruitment of her current position as Assistant Director of Student Programs, Events and Services following a review and update of the job description. Her experience and skills are much appreciated!

7. The search for the Assistant Director, Governmental Affairs is underway with Kendra Sandoval and Daevionne Beasley serving as co-chairs; the first round of interviews have been completed, and the next round is upcoming.

Implementation of Ongoing Issues: Updates across the department of relevance to us all.

I. Ongoing Issues / Accomplishments

- Bike Shop; the CPC, campus planning committee met and has agreed to next step. I worked over the holiday break with a committee to review the potential Architectural firms that have bid for the work of designing the new permanent bike shop. I’ll be participating in the interviews on Friday. Additional work will be delivered at the beginning of next term by Carolyn Franco, and the new project Manager, Jennifer Hernandez and her department regarding timeline, specifically.

- AS Basic Needs Resource Center: AS Food Bank
Allina Mojarro and Ruth Garcia Guevara as co-coordinators of the AS The Basic Needs Resource Center (BRC) efforts continue to work on developing the new infrastructure within AS for campus-wide support of students. The AS FoodBank and ASBRC builds upon existing resources and service to develop a "wrap around" approach to manage resources with support for students using the Center. The members of the ASBRC are recipients of any of the array of basic needs resources, such as currently funded AS FoodBank services, ChildCare Grant, AS/EOP Emergency Grants, the CFF Grants and/or the to-be-created Book Grants, and GSA Food Pantry. By utilizing a case management system, ASBRC staff will better assess student needs, and unifies services with a participatory decision-making membership in the BNRC. This project supports evolving student needs and builds upon the existing success of the AS Food Bank by centralizing its resources with other basic needs resources, strengthens skill development, and expands resources to graduate students.

- We will be convening a retreat with all of the leads of all of these AS services together with the partnerships that develop and deliver them in the upcoming weeks; and we hold weekly meetings.

New Issues:

- There was reported rain/water damage to staff offices in the AS Annex over the past couple of weeks and the AS Pardall Center. We are working with campus resources to address both; as well as mitigating any mold/mildew issues.
- This year’s AS Awards and End of the Year Banquet is scheduled for June 1, 2020 in Corwin Pavilion.
- Independent Contractors working for AS (this pertains to both students and staff) are undergoing some restrictions and review by the UC Board of Regents—and seem to have been disallowed. I don’t know the specifics of this yet, but I will be coming back to you with more information and some potential changes.
- During this past month I received notice that there was a hate incident in the AS Main offices; I have reported it and am addressing it personally. To my understanding, it was a bias incident regarding Ethnicity, ancestry and national origin. It did not seem to have been committed not by students who hold offices or office hours in the space. However, they were seemingly UCSB students. Since then, I’ve spoken with the victim/survivor themselves and expressed my heartfelt concern. I shared resources and discussed formal reporting options on campus. They asked that I report it here to the Senate, and also seek to develop agreements and some accountability for use of the space.

I will, therefore, be seeking to create intentional speaking and behavioral agreements for the space in the next few weeks in addition to instituting a method of signing in and signing out of the shared space. I’ll be seeking input from all of you here, as well as the students that do hold offices in the space so that we may post our expectations about and for the space—in the location. Please know that you can come to me with any such concerns, and experiences—and there are also campus wide resources that are available to us all.

- Needless to say, I am extremely concerned by this incident and want to share an excerpt here of a letter that went out the to the entire student community from our Student Affairs’ leadership—Katya Armstead and Margaret Klawunn on the occasion of a different incident because it is relevant, and it contains campus resource information and should help to ground us all.

They wrote the following on the occasion of a different incident:

"We find acts of violence intolerable, and those motivated by bias rooted in homophobia, racism, and other oppressive prejudices particularly despicable. UC Santa Barbara expects the best of our campus community. Our Principles of Community (http://diversity.ucsb.edu/about/principles_of_community/) affirm that "we strive individually and collectively to make UC Santa Barbara an inclusive environment in which to live, work and learn." This begins with each of our everyday words and actions—we ask that our community members today and every day stand up to acts of intolerance, and affirm that all members of our community are deserving of dignity, safety, and respect.

If you experience or witness an act of bias or a crime in our community, there are many resources on campus prepared to support you."
• The **Dean of Students Office** includes an equity and inclusion team and responds collaboratively with departments across campus to **respond to bias incidents** ([https://studentlife.sa.ucsb.edu/bias](https://studentlife.sa.ucsb.edu/bias)). (Bias incidents include those that may not be a “crime,” but are nonetheless rooted in bias.) We encourage you to **report bias incidents**, even if you have limited information or wish to remain anonymous, so that we can work toward a more inclusive campus climate. Accommodations, supportive resources, outreach to faculty, and other services are available to survivors.

• The **MultiCultural Center (MCC)** advocates for marginalized communities through educational programming and community resources that elevate social justice.

• The **Resource Center for Sexual and Gender Diversity (RCSGD)** provides a wide variety of supportive resources, safe spaces, and community education for our Queer/LGBTQ community and campus at large.

• **Undocumented Student Services** similarly provides a wide variety of services to Undocumented Students, including mentorship, advocacy, and aid.

• The UC Police Department ([UCPD](https://www.ucpd.ucsb.edu)) has information about **hate crimes and reporting**. (In an emergency, always dial 911.)

In general, in a situation like this, our actions are to:

1. **Reach out to the survivors and other affected parties to provide campus-based resources and support**, including but not limited to safety, emotional and physical wellbeing, and academic accommodations. We do this in conjunction with several offices across campus.

2. **Investigate and, where possible, charge the perpetrator(s) with violations** of the Student Conduct Code, which prohibits violence by UCSB students both on- and off-campus. A student suspected of violating conduct policies may be placed on an interim suspension status and excluded from our campus properties. Furthermore, a student found in violation of our policies can be sanctioned, with the strictest possible sanction being dismissal from the University of California.

3. **Support efforts by law enforcement** to investigate the incident and hold the perpetrator(s) accountable to the full extent permitted under the law. This includes strategically timing campus-based investigations and responses to avoid interfering with law enforcement response.

   Please join us in upholding our **Principles of Community** and standing against bias, hate, and violence in our community. And, as always, do not hesitate to reach out if you have questions, concerns, or suggestions.

   Sincerely,

   **Margaret Klawunn**, Vice Chancellor for Student Affairs

   **Katya Armstead**, Assistant Vice Chancellor & Dean of Student Life

**My Time – Upcoming**

I’m working on support for the following projects: I helped to facilitate meeting between students and UCSB administration regarding the timely warnings and recent issues in Isla Vista; and will be continuing to help with that Task Force.

• I’m supporting students and staff on the Human rights Board’s Prisoner Book Project this coming Sunday.
• I'm facilitating this quarter's SASA's town hall regarding Sexual Assault Town Hall —time and date to be determined.

• I helped facilitate and plan the AS President's effort for an early dialogue regarding mental health with Margaret Klawunn (VCSA) and Brian Olowude (CAPS Director) and members of the Mental Health Task Force; which is now blossoming into the Mental Health Town hall which will be in Corwin on January 23rd.

• My work with the search committee for the Director and Assistant Director of the OBSD concluded successfully last month—and will continue with additional recruitments into that newly created department.

• I sit on the campus wide committee reviewing campus wide policies and will continue to serve in that capacity.

• Ed Schatz, and I have received delegation authority from the procurement office on campus, which means that we have shared authority over the contracts issued by this department.

• I sit on the prevention of hazing committee and will continue to serve on it, and will be attending a conference in January 28-31 at UC Riverside on the topic.

I meet with the Executive Team each week and have bi-weekly meetings with the Senate leadership, and the Attorney General. I have a meeting with VCSA Klawunn every two weeks, and AS President. I meet regularly the career and student staff that I personally supervise in addition to serving as the advisor to all of the Exec officers, the Senate and the Attorney General and am scheduling meetings with all of them.

My planned office hours are on Fridays from 1-3 PM and/or by appointment.
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