

ProS CAO Briefing: December 19, 2019

Recent News and Alerts

- Graduate Division has updated the process for charging fee remission. For more information click [here](#).
- The re-envisioning Onboarding project is underway. Click [here](#) for more details.
- [People Cards](#) is a convenient way to get information about the people you work with, and an easy way to find assigned Research Support contacts. To navigate useful resources visit our [website](#).
- An updated PI to RA Assignment list has been added to ProS [website](#).
- Controller's Office is rolling out a new way to submit goods and services for reimbursement, similar to the travel and entertainment reimbursement process. [Click here](#) for more information, including the latest news and alerts.
- SB.698: New CA State law impacting late pay begins January 1. SB.698 allows employees to file a claim with the California Labor Commissioner if the University fails to issue wage or salary payments on time. ProS is working with other BRS (Berkeley Regional Services) regions, campus HR, OGC/UCOP, and clients to identify and implement mitigation processes, such as earlier deadlines and smart sheets. If a claim is filed, Janet Speer from the BRS Central Team will work with ProS Administration and OGC to coordinate how these claims will be addressed. Communication regarding how to deal with and where to send a claim if it is received will be distributed shortly. Additional information about SB.698, including definitions of what constitutes late pay, is now available [on the HR website](#). Note that this is a working site. As we learn more about the law and its implementation, including how the University will handle claims and damages if employees are paid late, the website will be updated.
- We are constantly updating our announcements and content, please remember to check out our [website](#). If you have any feedback or improvement suggestions, please email danand@berkeley.edu.

Upcoming Training

- Early January, select members of the ProS HR & Purchasing Teams will begin training with the Onboarding team in an effort to augment the onboarding service levels for the Professional Schools. We are hopeful that the ProS staff will be ready to begin assisting our clients to provide more timely and comprehensive services by the end of January.

High-five Awards and Nomination Form

- Want to recognize great service? Submit a [High-Five](#) Nomination. Nominations will be reviewed and winners for Q1-4 will be announced in our quarterly all-staff meeting.
- Congratulations to our High-five winners for this period: Allison Layton, Guan Chao Peng, Tobie Klibansky, and Melodee Li.

New Staff Introductions

- A warm welcome to Denise Hancock, and Ciarra Liles our new HR Gen 2s. Also, congratulations to Ryan Phan for being promoted from our student intern to an RA 2.

Open Positions

- Research Administrator 3 (6206U), ProS Service Region - #1725
- Contracts and Grants Supervisor 2 (6216U), ProS Service Region #3598