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Respondent

142

Stephanie Davis-Dieringer

01:34

Time to complete

## 1. Please select your UC Committee \*

- ☐ Awards Special Committee
- ☐ Budget and Finance
- ☐ Communication
- ☐ Information Technology
- ☐ Institutional Advancement
- ☐ Physical Environment
- ☐ Campus Wellness
- ☐ Student Engagement and Success
- ☒ Talent Development and Human Resources
- ☐ ad hoc Social Engagement

2. Did the Committee meet this month? If you met, select Yes and complete the rest of the survey. Provide minutes in question 7. You do not need to upload documents unless they are supporting materials for this month's meeting.

If you did not meet, select No, give reason for the cancellation in question 7 and submit the survey. You do not need to complete the rest of the survey or upload any documents. Thank you for logging this month's meeting status. \*

☒ Yes

☐ No

### 3. Date of Meeting

12/6/2024



### 4. Committee Members in Attendance or Absent With Notice

Sarah Kelly, Appointed Administrator Administrator  
Stephanie Davis-Dieringer, Chair Faculty Senate  
Erin Makarius, Vice Chair Chairs/School Directors  
Jeanette Montgomery Professional Staff Advisory Committee  
Lisa Craig Professional Staff Advisory Committee  
Asoke Dey Faculty Senate  
Megan Frey Graduate Student Government  
TBD Graduate Student Government  
Becky Handley Staff Employee Advisory Committee  
Akua Folk Staff Employee Advisory Committee  
Julianna Muller Undergraduate Student Government  
Ashley Cosgrave

### 5. Committee Members Absent Without Notice

6. Based on your goals for the year, outline what decision were made or action items discussed during this month's meeting that moved goal(s) forward

7. Provide Meeting Minutes/Monthly Report or reason for meeting cancellation here (do not attach minutes as a document in #8 below).

Meeting notes

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Meeting Agenda and Minutes Approval: Stephanie called the meeting to order, approved the agenda for the December meeting, and adopted the October and November meeting minutes without objection.

Administrative Process Transformation: Stephanie introduced Tammy to discuss the administrative process transformation, which aims to address staffing challenges, inconsistent training, and duplication of effort by focusing on finance, HR, and IT processes.

Transformation Process Overview: Tammy presented the transformation process, including the release of an employee survey, focus groups, and mapping groups to identify and improve processes, with the goal of rolling out new structures and processes campus-wide.

Shared Services Models: Tammy explained different shared services models, including single center, multiple hubs, and unit-centered, and their potential benefits and limitations for the university.

Employee Survey Participation: Stephanie and Tammy emphasized the importance of employee participation in the upcoming survey to gather feedback on HR, finance, and IT processes, and encouraged the committee to promote the survey.

Addressing Staff Concerns: Sarah addressed concerns about the transformation process being a means to reduce staff, clarifying that the goal is to invest in staff and improve efficiency.

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HR Updates: Sarah provided updates on the FLSA changes being paused due to a court ruling and mentioned that the Healthy Mind Survey results will be discussed in the first meeting of the spring.

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Spring Meeting Schedule: Stephanie announced that a survey will be sent out to determine the best meeting times for the spring semester, considering the schedules of students and faculty.

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HR Quarterly Meetings: Stephanie shared positive feedback about the HR quarterly meeting on benefits held in November and encouraged the committee to promote the next meeting in late January or early February.

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Meeting Adjournment: Stephanie concluded the meeting, wishing everyone a healthy and safe break, and expressing excitement for working together in the new year.

8. If you have a document that provides supporting materials for this month's work, upload here. This attachment should not be the monthly minutes (minutes should be submitted in #7 above).  
(Non-anonymous question)

9. Are there any new topic submissions or other information/feedback you would like to share from the committee?

Not at this time