ADMAN Board of Directors
Meeting Minutes
September 15, 2011 (3-5pm)

Members Present:
Susan Sainz, CBS Deans Office
Meshell Hays, Computer Science
Nikki Humphries, ANR
Allison Mitchell, Information & Education Technology
Mary Ann Mellor, School of Education
Karen Nofziger, HARCS
Nora Orozco, CAES
Jessica Potts, Mathematics
Letha Sines, University Outreach & International Programs

ADMAN Member Attendees:
Tracy Lade, Physics

Members Absent:
Pam Mazanet Belleau, Vet Med
Lisa Borchard, Undergraduate Studies
Carmina Caselli, L&S: Social Science
Denise Christensen, Electrical and Computer Engineering
Lourdes Gomez, Student Affairs
Sandy Higby, School of Medicine
Binnie Singh, Academic Personnel
Steven Albrecht, Graduate Studies
Rosemary Martin-Ocampo, University Relations

Committee Reports:
- Email: The report is still being reviewed by a senate committee.
- Kuali Coeus: The research module is in development and is expected to deploy for the Office of Research next summer. They are considering read-only access for the rest of the campus at that time with full deployment the following Spring.
- HRIC/HRAC: There was a long discussion about the merit process and how the campus will implement it. The EPAR system was discussed. It’s going in the right direction, but there are some modifications that need to be made. The campus is getting ready for a new HR system called PeopleSoft on Demand. Penny Knutson has asked to do a presentation on the time and attendance system. Regarding the Childcare breastfeeding support, there is a committee evaluating impact of keeping it going. At HRIC/HRAC, Beth Coen gave a presentation on statistics of who came for support at ASAP. ASAP will be recharging after 3 visits unless there are violence involved.
- SDAAC: October 4 is the New Staff Welcome. There is a discussion about mentoring program and whether we should participate. It may be like MSOs for the Future.
• **Shared Service Centers:** At the Town hall, quite a few things were announced. For example, they gave number of staff to be hired. Manager positions have opened and closed. Supervisory are open. Staff are coming soon. They have selected a location for the service centers at at Cousteau, where purchasing used to be. They selected a larger location than they need with hopes that they could bring academic staff on board. The pre-purchase program coming out in fall. What does that mean for AADI development efforts?

**Nimbleness:** There was discussion about the usefulness of the Nimbleness Meetings. Jess will poll the ADMAN board to figure out whether or not these should be scheduled.

**Future Board Meetings:** A proposal was made to have a standing meeting and special meetings as needed. There is too much to discuss to have regular meetings with special guests. Jess will poll the board on this as well.

Next board meeting will be held:

*October 20, 2011, 3-5pm, 357 Hutchison Hall*

*All members are welcome!*