

AdMAN Executive Board Meeting Recap September 21, 2005

Attendees: Micki Eagle, George Hague, Meshell Hays, Tom Mezzanares, Brenda Ruth, June Taylor, Felicia Smith, Leslie Young

Absent: Patricia Aguilera, Janet Brown-Simmons, Nancy Deherrera, Joan Learned

We received committee reports from the Campus Council for Information Technology (CCFIT), the Advisory Council for Employee Systems (ACES), the DaFIS Steering Committee, the PeopleAdmin Oversight Committee, Staff Affirmative Action and Diversity Advisory Council (SAADAC), the systemwide Academic Business Officers Group (ABOG) Steering Committee, CAT: Contracts and Grants Subcommittee, and the AdMAN Conference Committee. If there is information to share, a brief summary of the committee report follows. *If you have questions or concerns you would like addressed, please contact your rep or the Adman representative to the particular committee* http://adman.ucdavis.edu/members/Adman_Board.htm

Brenda Ruth gave a **CCFIT and DaFIS Committee** updates.

It is the beginning of the year and committees are just beginning to meet. The DaFIS Steering Committee is currently discussing the following issues and items.

- * UCD-Buy Rollout
- * Implementation of TouchNet Marketplace
- * Accounts Receivable
- * Purchasing & Business Contracts Process Improvement
- * Password Expiration
- * Billing ID Expiration
- * DS Server Replacement
- * Kualii Project
- * T&E Expense Reporting
- * Effort Reporting System
- * Monitoring for Identity Sharing

Micki Eagle gave a **People Admin Oversight Committee** update. The PeopleAdmin application incorporates all employment types (career, limited, contracts, waivers) for posting and appointing staff, on-line applicant tracking, on-line classification tracking and a repository for all compensation actions (recruitments, reclassifications, updates, stipends, equity reviews, etc. The Configuration Team continues to meet weekly, determining elements and routing for all actions covered in the project. After this discovery/configuration process is complete there will be a decision made by the PeopleAdmin Oversight Committee for a Go/No-Go on the project. I represent all of us as users of this proposed system.

Leslie Young gave a **SAADAC update**:

Members of SAADAC will be meeting with the Chancellor in mid-October. A report will follow at our November meeting.

Tom Mezzanares gave an **ABOG Conference Steering Committee** update.

The 2006 ABOG Conference will be hosted by UC Irvine (April 23-26, 2006) and held at the Westin Hotel in Costa Mesa. UCD has been allotted 25 reservations for participation. The program is being developed and will be posted to the ABOG website which is linked to our AdMAN website.

George Hague gave an AdMAN Conference Committee update. Spring 2006 will be our 25th annual conference. The theme will be "A Passion for Life and Living It at UC Davis". We are looking at May 9 as the date for a ONE- day conference, and we're in the process of confirming the participation of some dynamic and interesting speakers. The history and contribution of AdMAN to the UC Davis campus will be one of the focus areas. Some of our AdMAN chairs from the past 35 years will return to discuss how we got to where we are today.

The committee discussed the AdMAN letterhead and logo. The letterhead will be modified to include the logo along with the website address in the left corner. The names of committee members will be listed in the left margin allowing greater text space on the page. Felicia will produce the mockup for committee review.

We discussed a request for membership from a unit which currently has one representative. The membership was approved in accordance with the existing Bylaws. http://adman.ucdavis.edu/bylaws/ADMAN_Bylaws_June01.pdf

We briefly reviewed last year's budget and discussed the amount we should request for this year. Given the activities planned for this year, we are requesting a budget of \$5,750.

On behalf of the CAES rep, Janet Brown-Simmons, June shared the following:

A group of managers from the CAES met with Ahmad and Lynne Chronister to discuss issues with Sponsored Projects that impact the departments, especially in CAES. The agenda for this meeting was to address issues of customer service, communications, resource management and training, internal tracking and workload priorities and triage. We gathered examples of the issues we experienced at the department level which I later forwarded to Lynne Chronister. Our focus was not to point fingers but to help work on solutions that were beneficial to both the departments and OVCR. Out of this meeting, a steering committee was developed to continue to work with OVCR and CAES managers. If folks have specific examples of issues or solutions with OVCR, I would welcome their comments. The goal is to have a good partnership with OVCR that supports the research mission of our faculty.

and asked others to let Janet know if other colleges had similar concerns or issues. We will ask Janet for an update at the October meeting.

Our next meeting will focus on classification issues including filling department staff vacancies, SAO and MSO IV updates, and plans for the 2005-06 AdMAN year.

Our meetings, which are open to ALL AdMAN members, are scheduled in 1341 Hart Hall from 3:30 to 5 (may be extended to 5:30 depending on agenda) for

Oct 19
Nov 16
Dec 21
Jan 18
Feb 15
Mar 15
Apr 19
May 17
Jun 21