

**Administrative Managers Group
(ADMAN)
Board of Directors Meeting
Meeting Minutes
March 16, 2023
3:30 – 5:00 pm
In-person (RMI 1207) & Zoom**

All ADMAN members are welcome to attend monthly Executive Board Meetings

- 1. Welcome/Announcements** **3:30 – 3:35 pm**
 - a. General Updates and announcements
No new announcements today!

- 2. UC Women’s Initiative for Professional Development** **3:35– 4:00 pm**

Kristin Dees - UC Davis Learning & Development
University of California Professional Women Initiative
Nominations due one week from today, self-nominate or nominate someone
More information on the Learning and Development page
Not management focused, for staff and faculty.
Cost is covered by Chancellors office. Go to systemwide HR site virtual program UC Women’s Initiative, (PDFs available on the UC website)
Share and get the word out. Mid-career focus, cohort and opportunities to find mentors/mentees. Need to have permission from supervisor for release time. Options for hybrid may be available, 12 participants from campus and 6 for health side.
Office of the President coordinates the participants!

- 3. Institutional Data Tools** **4:00– 4:35 pm**

Erika Jackson
Budget and Institutional Analysis - Budget tools and resources and tools available.
<https://financeandbusiness.ucdavis.edu/bia/i-a>

Aggie Data (part of BIA) public facing
<https://aggiedata.ucdavis.edu>
Can view categories of demographics and population summaries etc...(i.e. graduation rates)
Information for UCOP (purple tiles/links)
AggieDash is the UCD internal server (blue tiles)

 - Faculty/FTE and headcounts
 - Graduation rate by Major
 - Faculty and staff diversity dashboard
 - Student trends dashboard

*Workforce diversity – Performance at end of term, GPA
Partner program – Resources to help with training or work directly with your department
to help customize and help analysts to serve campus and understand the data.
Going back to Data and Donuts – collaborations send a not to Erika Jackson if you would
like to be added to the mailing list. Erika available for general questions. John King for
Graduate Studies. Happy to help with surveys too!*

4. Committee Updates

4:35 – 4:45 pm

ADMAN Conference

*Set to start next week, so many thanks to everyone for the donations. We had a great
turnout of gifts. Still need volunteers for registration for the day of the conference.
Looking forward to seeing everyone there!*

UC AMP

Please sign up, closing on the 23rd!

5. General Updates/Discussion

4:45 – 5:00 pm

*Katrina Spridgen/Megan Villasenor
ADMAN Co-chairs*

Next Meeting:

April 20th 3:30-5:00pm

Reminder: ADMAN Conference March 21st