

Administrative Managers Group (ADMAN)

Meeting Minutes

November 16, 2023

3:00 – 5:00 pm

3:05p - 3:45p –

Amy Murphy and Jim Hankins joining Grant Nejedlo

The Hiring Experience – From start to finish!

Not the same HR of the past 5 years, culture and competition has changed!

Project has been underway for some time, elevating the experience for candidates.

- Employment expected to grow by 13% by 2031.
- Increase in turnover (30%) and increase in promoting – increase in posting/vacancies.
- Highest turnover in the first year. Competition for talent is biggest challenge.
- Ensure it is a quality experience for our new hires. Needing a way to retain good candidates that may not be the final selection. Aware that we are not performing as well as we should.

Vision to Transform

To enable a future-ready workforce for UC Davis, we know we need to elevate our ability to **attract, recruit, hire, onboard, and retain** a diverse faculty and staff



- All the steps within the process have areas to improve upon. Looking to standardize our job descriptions, UCOP direction. Implemented at Health, March 2024 and campus later in the year.
- Transparent and real time status for candidate throughout the process.
- Creating simpler processes that

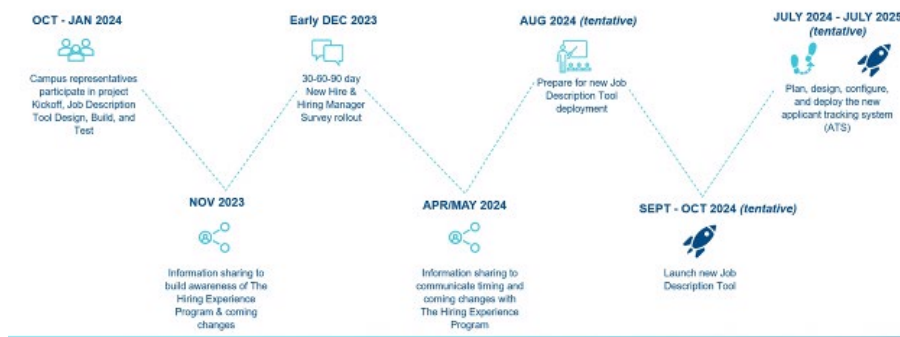
What We are Doing

Elevating the Experience for Candidates and Hiring Managers



- Currently sending out surveys to candidates about their experience and hiring managers. Surveys now for Health and December across both campuses.

The Hiring Experience Key Milestones & Activities



- JDX go live in August!
- Campus advisory committee underway – common build and phase deployment.

Campus Advisory Committee Engagement

- The Hiring Experience Campus Advisory Committee (CAC) will provide Program sponsors with the UC Davis Campus perspective and guidance to ensure an enterprise approach to efforts that improve recruiting timeliness and experiences for candidates and hiring managers.
- Campus and Service Channel representation* will play an active role in communicating progress and seeking feedback from the customers served campus-wide in the following areas:
 - Full cycle recruitment process improvements
 - Reduction of process variation and exceptions to standard processes
 - Technological solutions
- Meetings will be monthly - the first meeting was held November 8

*See the full list of Campus Advisory members in the Appendix

To learn more about what changes have been implemented and to get more information, visit the website: hr.ucdavis.edu/TheHiringExperience

Questions: hr@ucdavis.edu

- A suggested tool to combine with the initiative: <https://frontdoor.ucdavis.edu/>

- Top reason things didn't go well for new hires is office set up, system access and equipment.
 - Looking at moving system accesses up in the process, possibly during the posting process to proactively know what systems will be needed and used.

3:45pm

Holiday Social Hour in lieu of December meeting - Wednesday the 13th from 4pm – 6pm – Happy Hour at Tres Hermanas!

AggieEnterprise - Cutover dates: <https://kb.ucdavis.edu/?id=9865>

Update on the ADMAN conference in March:

Fostering a Culture of Integrity

- Changing up the format, activity to create more engagement the second half of the first day.
- Website updated in mid January
- Scholarship will be available
- Having it at the Pavilions!
- Hope to be able to accommodate more attendees
- Need swag!!!