

University Executive Council
April 26, 2018 | BA 290 | 3:00 p.m.

- Workday Update (Edward Romero and Tammi Thompson)
 - Summer Hires
 - May 3: All-day workshop for Human Resources, Financial Services, and department budget coordinators to help input positions, and streamline
 - May 3-4: Approvals will be moving through Workday—approve as soon as you receive a notification
 - Staff annual performance reviews
 - Completed through Workday (no more paper forms)
 - Notifications will be sent April 26
 - Must be completed on or before May 31
 - Once an evaluation has been submitted, it cannot be undone
 - Employees must complete a self-review before the supervisor completes a review
 - Five different training sessions set (must register)
 - Evaluation process
 1. Self-evaluation
 2. Supervisor reviews
 3. If two lowest ratings given, evaluation is forwarded up to next level supervisor for review
 4. Review returned to employee for final approval
 - * Note: at any point in this process an additional reviewer or manager may be added in Workday (all comments will be visible to the employee)
 - Recruiting worklet glitch preventing changes to applications after submission
 - Workday team is aware and is currently working on this glitch
 - Applicants can contact Human Resources to submit additional materials as needed
- Community Calendar (Scott Cason and Paul Bryan)
 - Employees@tamuc.edu listserv will be ending beginning May 1 (FSNotify@tamuc.edu will still be available for crucial campus notifications)
 - 90% listserv emails are event notifications which will be incorporated into the daily digest
 - Daily digests: events and announcements
 - Submissions reviewed daily for content, grammar, etc.
 - Moderated approximately 11am-12pm each day
 - Daily digest events and announcements will be available for viewing online at anytime
 - Can be accessed from the A&M-Commerce homepage
 - calendar.tamuc.edu/community
 - calendar.tamuc.edu/facultystaff
 - Contact calendar@tamuc.edu with any questions
- Capital Plan (Ethan Derek Preas)
 - Submissions due May 4
 - Nursing & Health Sciences Building
 - Proposed project: MRC expansion
 - Unfunded capital needs
 - Agricultural Multipurpose Education & Training Center
 - New UPD building
 - Renovate Berry Hall
 - Renovate Memorial Stadium
 - Engineering building
 - Multi-Purpose Event Center

- RSC Expansion
 - Parking Garage
- Major Projects Update (Ethan Derek Preas)
 - McDowell (BA)
 - Air will be turned back on Monday
 - Individual offices will have control over heat and air in their office space (beginning Monday)
 - Finishing AC connections work
 - Measuring for outdoor AC units
 - Pulling wires and changing duct work to provide better control of HVAC system
 - Energy project
 - Lighting 95% complete
 - Window film 60% complete
 - Building automation has begun and is anticipated to take a year
 - Nursing & Health Sciences
 - Scheduled for November completion
 - Delayed opening not anticipated at this time
 - When faculty leave for commencement, their offices should already be packed
 - Equipment will need to be moved by vendors
- ADA Facility Improvement Projects and Plan (Ethan Derek Preas)
 - Assessments completed
 - McDowell (BA): Sidewalk to be constructed from main entrance to side accessible entrance
 - Stadium: accessible entrance to food trailer to be constructed from south end of concourse
- Announcements
 - Athletics will be incorporating ideas next year presented by Sports Marketing Promotions class during their shark tank presentations
 - Office of Sponsored Programs – FY18 update
 - \$157.7 million funding proposed
 - \$3.0 million funded or recommended for funding
 - Nursing & Health Sciences building Topping Out ceremony was a great success and thanks to all that participated
 - Blake Hartford was first in the Men’s Golf LSC individual, and Lions were second
 - Trailer hitches are available on Marketplace for \$68 each
 - Human Resources restructuring
 - Tammi Thompson: Associate Director of Human Resources
 - Michele Vieira: Wellness Director and back-up for Benefits
 - Jazz Dyck: Training & Development Director
 - Christina Clark: student hiring processes
 - Chase Phillips: reception
 - Stephanie Keahey: retirement and TRS
 - Cindy Todhunter: Benefits and back-up for Stephanie
 - Michele, Stephanie, and Cindy are now located in the Library Training & Development Suite (room 156)