February 24, 1997

Paul J. Peworchik

J. Gary Augustson

Semi-Annual Report July through December 1996

Human Resources

Employment Transactions -

During the July through December time frame we processed eighty human resource actions for the year. There were sixty-three transactions that were either new hires, promotions or upgrades into present position classifications. Seventeen individuals terminated employment with the University (including five retirements).

Robin Anderson became a part of the Executive Directors staff. She is the Coordinator for Process Improvement.

25 Years of Service -

Five employees celebrated 25 years of employment with the University during the calendar year. Two were from OAS and 3 were from CAC.

Retirements -

Shirley Andrews (OTC), Dan Bernitt (CAC), Ron Hoover (OAS), Jack Winter (OAS), and Chuck Smith (OAS) retired.

C&IS Activities

Diversity -

Several items were accomplished in this area. Our EOPC for continued participation in the Academic Computing Fellows program was approved. Our President’s Opportunity Fund proposals for continued support for the Professional Development Program and the joint proposal to develop a local network administrator for the office of Student Affairs was also approved. We hired Willie Kelty for our Professional Development Program. His first rotation is in OAS. Willie Minggia has decided to enter the MBA program full-time and is no longer in the program effective January 1997. Mia Landrin was selected by the Office of Student affairs. She receives training and technical support from the CAC in the Willard location. She also spends time in student affairs on projects they have developed to take
advantage of the training she is receiving with CAC. John Corro began his third year rotation in the Professional Development Program with Kathy Kimball as part of our network security and computing services initiative.

CQI Initiatives

The CQI Council has reviewed the data from the climate assessment. We have had two focus groups discuss two of four issues the Committee felt was important to pursue. We have discussed evaluating the focus group comments. We are now developing answers to these comments that will be shared with the general staff via the C&IS web site. We are planning two more focus groups to address the two remaining issues.

United Way

The United Way campaign this year was quite successful. Although the percent of participation only went up about 3%, we increased our giving by over $1700 with some innovative projects. We held a golf tournament, sold hoagie and pastries and provided ticket takers for home football games. The ticket taker project allowed us to donate the volunteer salaries to the United Way and the volunteers got the opportunity to see at least 3 quarters of the game for free. This generated a lot of interest amongst the staff and we are hoping to be able to increase the number of volunteers we can have for this upcoming season.

Web Page

We established a web site for C&IS employees. Brian Barbash is the web master. The site provides a pointer to all C&IS organizations. We also have a portion of the page that is devoted to employee only information. We are moving the site from the current server to one located at CAC. We hope to be doing Kerberos authentication for the site within two months.

General Staff Meeting

The C&IS general staff meeting was held on January in Kern auditorium. Approximately 180 staff members attended. We are planning on moving the staff meeting to a month that offers the possibility of better weather. Plans are to have the next meeting on May 29, 1997 from 12:30 to 3:00 PM.

Safety Inspections

During this past year each of the buildings that we occupy had a fire safety inspection. Our areas passed. There were no major concerns. We also inspected the mechanical rooms in the Computer building and in the Shields building with Dick Anderson from OPP.