Report of VCFO Unit Change Team

May 9, 2012

1) List the members of your unit change team:

Members of the VCFO Unit Change Team include:

- Mary L. Cameron, UMD HR & EO, Facilitator
- Tim LeGarde/Sean Huls, UMD Police
- Linda Olcott, UMD FM
- Greg Sather, UMD Business Office
- Cathy Rackliffe, HR/EO Support

2) Number of meetings during 2011-2012

During 2011—2012, our unit change team met on a quarterly basis.

3) 2011-2012 UCT priority or priorities (related to your fall 2011 report).

Our priorities were to conduct a series of Respect Workplace trainings for VCFO and the campus. Over 408 employees attended these sessions, during fiscal year 2011-2012.

Another priority was to have all VCFO staff participate in the IDI training. We understand that the Chancellor and his Leadership Team is currently participating in this and this remains one of our priorities for all of VCFO.

4) Summary of successes and accomplishments. Description of where you were not successful and why. Are there ways the CCT or others can help?

Clearly, our successes are the Respectful Workplace sessions that occurred during the 2011-2012 school year.

One of our recommendations was for each unit to provide data on diversity hires. Currently, UMD HR & EO are proceeding with this project on behalf of the campus.

5) Next steps – 2012-2013. In addition verify who will serve on the VCFO Unit Change Team for next year.

Next steps include the following:

- Continue with the Respectful Workplace session for fiscal year 2012-2013
- Continue to pursue VCFO staff participating in the IDI training
- Update the new employee orientation to include components of the Respectful Workplace training
All current members of the VCFO Unit Change Team have indicated their willingness to serve during 2012-2013.

6) Other:

Look for ways to improve greater participation in the Respectful Workplace sessions such as small groups, break-out sessions, or follow-up within individual units.

Feedback received from the Respectful Workplace sessions included recommended mandatory attendance by supervisors and managers, that more faculty members and deans and department heads attend, and finally that this session should be mandatory for all employees.

Respectfully submitted:
MLC: 5/9/2012
Modified by CLR per MLC: 05/11/2012