

Annual Goals for Human Resources and Affirmative Action (HR)

2011-2012

Goal 1:	Implement Performance Management System
Description:	Develop a new tool for performance management. This includes the creation of an instrument and the training of supervisors and employees in the new process. Effective implementation will require a shift in the current culture with regard to performance evaluations.
Budget:	1000
University Goals Supported:	1,4
Strategic Goals Supported:	
Responsibility:	Director, Human Resources
Participation:	Human Resources Staff
Results:	Several products were reviewed, and staff members participated in demonstrations of three products. Price was the most significant hurdle. A tool, ReviewSnap, has been identified. Plans are to purchase and configure the tool for the July 2013 review process.
Actions/Improvements:	

Goal 2:	Implement Flexible Spending Plan
Description:	A plan to offset out of pocket costs associated with medical expenses by facilitating the deduction of these expenses from pay before taxes will be implemented. Education with regard to the guidelines will be provided.
Budget:	250
University Goals Supported:	1,4
Strategic Goals Supported:	

Responsibility:	Director, Human Resources
Participation:	Benefits Specialist
Results:	Participation levels have gradually increased.
Actions/Improvements:	The Flexible Spending Plan was implemented January, 2011. Participation has gradually increased.

Goal 3:	Staff Development
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Description:	In conjunction with the Compensation Ladder project, this office endeavors to partner with Continuing Studies and other entities to provide quality staff development programs. In addition, the office will work toward creative methods for enhancing a promotion-in-place program. A policy must be developed to address how costs for the programs will be assessed. Therefore, no cost projections are listed.
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Budget:	0
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University Goals Supported:	1,4
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Strategic Goals Supported:	
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Responsibility:	Director, Human Resources
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Participation:	
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Results:	
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Actions/Improvements:	Much progress has been made toward the Compensation Ladder Project. However, due to funding issues, the project is temporarily on hold.
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