Finance, Administration & Operations Town Hall

November 2, 2021
Kirsten M. Volpi, Executive Vice President
Continuation of Important Initiatives

• Spring 2021 FA&O Cohorts
• Fall 2020 Culture Survey
• Flexible Work Arrangements
FA&O Branded Blaster Card Clip

• To receive yours, please contact your department Administrative Professional
Years of Service

10
Ann Hourihan
Karlton Bardwell
Kevin Elliott
David Phillips
Steve Ardern
Corey Parham
Jackie Twehues
Katie Schmalzel

15
Douglas Savage
James Heppner
Maria Rodriguez
Ginny Lee
Colin Randall
Sarah Schwarz
Debbie Rickaby
Jean Yeager

20
Tim Sweitzer
Craig Harmon
Mike Robbert
Glen Shoup – 25 Years of Service
Ron Cosseboom – 25 Years of Service
Julie Williamson – 26 Years of Service
Cherie Dardano – 27 Years of Service
Bob Slavik – 28 Years of Service

Randy Dickman – 31 Years of Service
Connie Schamaun – 35 Years of Service
Robert Brawley – 39 Years of Service
Gary Bowersock

Gary arrived at Mines in 1996 and led the Telecommunications group for a little over a decade. He was instrumental in establishing the fiber optic network as well as many other telecom advances.

He moved into the Director of Facilities Management role in 2007 and then was promoted to Associate Vice President for Infrastructure and Operations in 2016. He provides leadership and innovation for a broader group of team members; Facilities Management, the Office of Design and Construction, Environmental Health and Safety, Business Operations, and Parking Services.

In addition to overseeing these departments, Gary was masterful in his role of liaison between the Golden Community and Mines. He is seen as a trusted partner who has truly enhanced Mines relationship with the Golden Community.

Gary and his wife Tori are returning to their high school stomping grounds near Grand Junction. While we search for his replacement, Gary has graciously agreed to continue working in his role at Mines.

Thank you Gary for everything you have done for Mines!!
Black MCA Updates

Chair Alex Leach
Assistant Director, Case Management and Clery Compliance
Monthly Meetings

• The Black MCA meets on the third Friday of the month at 4PM
  ▪ The next meeting is November 19th

• Meetings are geared towards providing support and space for staff and faculty with shared identities to build community

• If you are interested in joining the MCA or attending a meeting, please email amleach@mines.edu
MLK Day Event Planning

• The Black MCA is working to plan events for Black History month including the annual MLK Luncheon

• If you are interested in joining a committee to help organize and plan events, please email amleach@mines.edu
Enterprise Resource Planning Modernization Project (WorkDay)

Dr. Monique Sendze
Chief Information Officer and Deputy Chief Operating Officer
What is workday?

Workday is a cloud-based application that will service human resources, payroll, finance, and student information for the university. Many universities are adopting workday because of its ease of use, the flexibility the system provides, focus on providing functionality specific to higher education, and the collaborative nature of the functionality design process.

"We must differentiate ourselves from the considerable competition and change in education style that we face and will be facing. That differentiation does not stop in the classroom; we must align our core infrastructure with who we are and where we are heading."

~ Kirsten Volpi
EVP/COO and CFO
Project Benefits

As a result of implementing the Workday solution for Financial Management (Finance), Human Capital Management (HCM) and Student Systems, the Mines community will benefit through the ability to:

- Provide easy and consistent access to information for managing resources
- Modernize business processes and systems to take advantage of emerging technologies
- Ensure the system meets business and compliance requirements
- Minimize administrative overhead for faculty and end users
- Increase effectiveness in business process areas and lower operating costs
- Facilitate rapid adoption to business and system updates
- Improve student, faculty, and employee user experience
Project Timeline

Finance, Human Capital Management (HCM), Payroll

Aug-2021

Jun-2022

Jan 2023

2024/2025 AY

*Continued use of Banner as our Student Information System (SIS) until Workday Student migration is complete.

Updates to the timeline, should they occur will be communicated to the Mines community.

To learn more about the Workday ERP Modernization Project go to https://trailhead.mines.edu/web/mines-community/workday-home
Capital Projects

Labriola Innovation Complex
Beck Venture Center
Early Childhood Education Center
Mines Park Redevelopment
Minerals and Energy Resources Building
Human Resources Update

Christine Homer
Chief Human Resources Officer
HR will be a visible, trusted, accessible advisor to campus, and the employee advocate.
Human Resources Leadership

Christine Homer
Chief Human Resources Officer

Jean Yeager
Executive Assistant

Melanie Ulrich
Director, HR Operations

Craig Hess
Associate Director, HR Operations

Learning & Development Specialist

HR Generalist
Associate Director, HR Operations

Craig Hess
Associate Director, HR Operations

Abdullah Alsalem
Sr. HR Advisor

Sr. HR Advisor

Britt Hoerhauf
Sr. HR Advisor

Employee Relations | Policy Development | Employee Offboarding | Compliance Training
FA&O HR Team

Melanie Ulrich
Director, HR Operations

Craig Hess
Associate Director, HR Operations

Erika Schoonmaker
Recruitment Support Specialist

Kathy White
Talent Acquisition Partner

Britt Hoerhauf
Sr. HR Advisor
Human Resources Initiatives

• Equal Pay for Equal Work
• Modern Think Survey Action Planning
• Leadership Development
• Performance Management
• Rewards and Recognition
• Workday Implementation
You might call HR if…

• You need to open a position
• You need to complete a position description
• You need to benchmark a position
• You have questions about your benefits
• You need to take a leave
• You are planning to retire
• You have questions on an HR policy, procedure or guideline
You ALSO might call HR if…

• You are having a conflict with a team member
• You would like situational coaching
• You are re-organizing your team
• You are experiencing a performance issue
• You would like to discuss career progression / development
• You are concerned about retention
Mines HR Team
Implementation of the Equal Pay for Equal Work

• Segal begins work on **November 1**
  - Create pay structures
  - Create pay ranges
  - Finalize pay policy
  - Complete internal equity review

• Pay Adjustments
  - September - Market adjustments for over 200 employees
  - December - Further market adjustments
  - January - Equity adjustments
  - Ongoing analysis and adjustments
Open Enrollment

• Wellness Fair
  ▪ November 9, 2021
  ▪ 6:30 a.m. – Noon
  ▪ Green Center

• Online Benefits Enrollment
  ▪ Academic, Administrative and Research Faculty
  ▪ November 9-29, 2021
  ▪ Please login to the website to schedule appointments [https://signup.lifehealthevents.com](https://signup.lifehealthevents.com)
  ▪ Use the company code: MINES2021.
Enroll in Electronic Tax Forms on Trailhead

Employee Services

Electronic Tax Forms

The ability to enroll in electronic tax forms is now available. Please navigate to the Employee tab on the left side of Trailhead, select Employee Self-Service from the Employee menu, and then expand the Taxes menu. From there, choose Electronic Regulatory Consent and then check the boxes for the tax forms you'd like to receive in an electronic format. Or simply click HERE.

Please keep in mind that if you enroll in electronic tax forms, you will not receive a mailed form in January but your W2 and 1095C will be easily accessible in Trailhead thru the Self-Service tab.
Time for Questions