

**Organizational Excellence Leadership Council Meeting Summary
Friday, November 6, 2015**

Attendees: Council: Chair, Bob Pianta; Milton Adams, Peter Brunjes, Virginia Evans, Tamara Fleming, Hossein Haj-Hariri, Rob Hoover, Arlene Keeling, Jim Matteo, Nancy Rivers, Len Schoppa; Ex Officio: Sarah Collie, Lee Baszczewski, Mary Brackett; Guests: Elizabeth Adams, Vonda Durrer, Phil Porter; **Absent:** Chris Holstege, Christina Morrell, Kathy Peck

I. Research Administration Improvements

Elizabeth Adams presented an introduction and background on research improvement initiatives (in the context of the institutional goal to increase research funding to \$500m). Discussion included the topics of timelines for the pre-award initiatives, technology needs, and the need for pre-award support. The Research team is committed to reducing the administrative burden on faculty, and has identified many opportunities to do so. Three prioritized improvements that are key to success:

- **Enabling technology**—focus on implementing a pre-award system
- **Process**—improvement opportunities exist
- **Human capital resources**—identify improvements in skills and competencies of the OSP staff

II. Gift Processing

Jim Matteo and Phil Porter shared an overview of the University's Gift Processing project. The goal of the Gift Processing project is to create a **single gift processing service** emphasizing:

- High quality donor experience
- Standardized processes
- Technology automation

Discussion included grants that are booked as gifts and related efficiency gains, particularly as they relate to staff. It was stressed that the project is not a cost reduction initiative, but rather one focused on service and quality.

III. Miscellaneous Updates

HR Strategic Design Project communications

HRSDI project branded "UFirst." The Council provided input on the proposed tag line, and it was decided "One stop. One team. One HR." would be revised.

Internal Communications

Internal Communications will be a topic for the next OELC meeting and Jerilyn Teahan, who is chairing the subcommittee under University Communications, will provide an update.

OE Project Alliance Showcase – Dec. 3, 1:30 pm at JPJ

OE staff shared details of the upcoming OE Alliance Showcase in December, and asked that the group cascade details of the event to their respective areas.