Librarian’s Meeting  
October 22, 2019  
11:00 AM  
FLITE 438

Absent:  Sela CW, Paul K, Ali K, Heather SB

Dean’s Report. Documents follow

- He has attended some of the CTO forums. Documents follow
- There are three candidates for the VP for HR. Documents follow
- President’s Leadership Council
  - Gayle Lopez and David Pilgrim will chair Provost Search
  - Systems Librarian changes with VPAA for approval
  - Web Services and Instructional Technologist Position feedback in process
    - Jason will send revised document for review to keep process moving
  - Melinda will call meeting to discuss two positions (Web services and Kristy’s)
- Digital Measures for University reporting
  - Additional training will be offered. Watch for meeting notice
  - HLC will want required credentials and DM is the best place
  - It was noted that Digital Measures usage is at the discretion of the faculty member per the agreement between the Provost’s office and the FFA. A CV may be used to report the faculty member’s qualifications.
  - When reporting, it is important to state that the member has an “ALA-accredited degree” considering the variety of degree titles that exist and the potential to misinterpret them (e.g. A MLS could be read as Master of Liberal Studies instead of the intended Master of Library Science).
- FLITE strategic plan.

Business

- Archives use policy change (MI)
  - Melinda proposed a change in the use policy adding: “the University Archivist may limit reproduction”
  - Approved with one abstention

- Dejah will bring item on annuals/books for discussion at next meeting
- Leah gave a report on MASU (Michigan Association of State Universities)
  - ACRL Diversity Alliance discussion. Leah will gather more information
- Leah gave some more updates from the MASU meeting

Approved November 27, 2019 (Submitted by Dave Scott)
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<thead>
<tr>
<th>TASK</th>
<th>M1</th>
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<tbody>
<tr>
<td><strong>Develop Timeline &amp; Approach</strong></td>
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<td>Discuss possible approaches and plan format; determine desired process and format of end product.</td>
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<td>Write brief summary of organizational history, accomplishments and current situation.</td>
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<td>Identify information/data required for review as a part of process.</td>
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<td>Discuss and develop a list of stakeholders for involvement.</td>
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<td>Outline a plan for stakeholder engagement.</td>
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<td><strong>FLITE’s Focus</strong></td>
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<td>Discuss mission of FLITE.</td>
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<td>Develop, if desired, FLITE values.</td>
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<td><strong>Gather Data and Stakeholder Input</strong></td>
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<td>Hold stakeholder focus groups.</td>
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<td>Complete patron survey(s).</td>
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<td>Interview/survey key partners.</td>
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<td>Prepare financial and resource information.</td>
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<td>Research other organizational models.</td>
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<td>Review current policies, processes and procedures to identify strengths, gaps, and opportunities.</td>
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<td><strong>Set Goals &amp; Outline Plan</strong></td>
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<td>Brainstorm goals and objectives.</td>
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<td>Organize/prioritize goals to identify 5-7 broad areas of focus.</td>
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<td>Draft specific objectives, measures and metrics (assessment and evaluation).</td>
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<td><strong>Write the Plan.</strong></td>
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<td>Identify leads for each area of the plan.</td>
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<td>Utilize an agreed template.</td>
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<td>Collaborate on the drafting of measurable outcomes for each area of the plan.</td>
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<td><strong>Review the DRAFT PLAN</strong></td>
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<td>Disseminate the draft plan for review, feedback and commentary with stakeholders.</td>
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<td>Complete edits to the draft plan.</td>
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<td>Validate the edited, draft plan.</td>
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<td>Approve FLITE Strategic Plan.</td>
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Faculty Meeting - Dean’s Report  
October 22, 2019

☐ Chief Technology Officer Search – Three final candidates identified with open forums on October 21 (Scott Wood), October 22 (Bhavani Koneru) and October 28 (Greg Dumont).

☐ Associate VP of Human Resources – Three final candidates identified with Academic Leadership Council forums scheduled for October 29 (Fredericka Hayes), October 30 (John Reinke) and November 5 (Curt Novotny).

☐ President’s Leadership Council – Fall meeting occurred on October 14. A copy of the reports from this meeting provided electronically.

☐ Digital Measures (DM) – As the university’s system for collecting and reporting credentials as well as service, scholarship, etc., it’s vital to include updates throughout the year. Ideally, updates occur regularly. Would the group support/favor a reminder each December and May to encourage updates? How might we best ensure the data in DM is reflective of the good work taking place? At a minimum, the items for maintenance include those highlighted in the provided handout.

☐ Faculty Position Updates – Systems Librarian position changes with VPAA for approval. Web Services & Instructional Technologist position updated from feedback received and on agenda for discussion with VPAA.

☐ FLITE Strategic Plan – Sample timeline/project plan provided for feedback.
Gregory L. Dumont, PMP, MSIS, Ed.D.
802 Ryder Court • Westminster, MD • 21158
989-600-1677
gregory.lee.dumont@gmail.com
http://www.linkedin.com/in/gregdumont

INFORMATION TECHNOLOGY LEADER

• Experienced leader of teams focused on enterprise applications, infrastructure, instructional technology, and technology support services
• Spearheaded reorganization efforts to better meet the needs of constituents
• Led complex system integrations and deployments
• Accomplished at mentoring, team building, and professional development of organizations
• Adept at project management, policy development, budget management, and strategic planning
• Skilled at managing complex technical environments

EDUCATION / PROFESSIONAL DEVELOPMENT

CENTRAL MICHIGAN UNIVERSITY, Mt. Pleasant, MI
Doctorate in Educational Leadership and Administration, School of Education
February 2011

UNIVERSITY OF MICHIGAN, Ann Arbor, MI
Master of Science in Information Science, School of Information
May 1998

NORTHEASTERN UNIVERSITY, Evanston, IL
Bachelor of Arts in History with Highest Distinction, Phi Beta Kappa, College of Arts and Sciences
June 1995

PROJECT MANAGEMENT PROFESSIONAL (PMP)
February 2018

CLIR/EDUCUSE LEADING CHANGE INSTITUTE
July 2015

EDUCUSE LEADERSHIP INSTITUTE
May 2007

PROFESSIONAL EXPERIENCE

CARLOW UNIVERSITY, Pittsburgh, PA
Chief Information Officer, Department of Information Technology
2018 to present

Responsible for developing a plan to rebuild department, including improving support across the entire service catalog through rebuilding teams and services. As member of cabinet, work with administration and institutional board to focus activities of department to increase strategic value and role of division and its work for campus. Tasked with transforming department with goal of deriving maximum value from all technology solutions and positioning business offices across campus to be optimally productive in leveraging technology within their processes. Develop plan to address resource needs, to better focus staff positions, and to identify general departmental needs in order to enhance efficacy and impact of department.

• Reimagine service and solution delivery to campus, and create roadmap for evolution of department.
• Build new external partnerships to better position department to succeed for institution.
• Create new business continuity and disaster recovery plans in order to address risk management for institution.
• Form governance structures around key systems in promoting shared decision making with stakeholders.
• Promote new service delivery paradigms to better address the student experience.
• Pursue data analytics and warehousing project to better drive use of data in critical decision-making processes.
• Risk Management Board Committee, Budget Advisory Committee, Facilities and Technology Board Committee, Co-chair of University Communications Task Force.
BHAVANI KONERU
Detroit, MI Area • 248-921-4369 • bkoneru@gmail.com

FOCUS: SENIOR TECHNOLOGY EXECUTIVE

Results driven technology leader in higher education with a successful track record of executing strategies for large scale transformational initiatives such as implementation of ERPs and adoption of innovative technologies such as AI, RPA, Analytics for driving digital innovation and operational excellence.

Built an organization-wide reputation as a respected leader and trusted advisor on both IT and business matters. Progressed through increasingly responsible leadership positions over the last 14 years with a vision to drive business transformation and growth. Highly skilled in coaching and mentoring top-performing teams that surpass expectations. Place a premium on customer focus and relationship building as key factors to achieve business goals.

Selected Core Competencies:
- Leadership & Strategy
- Digital Transformation
- Business Analytics & KPIs
- Robotic Process Automation / AI
- Project Portfolio Management
- Business Application Delivery
- Software Development Lifecycle
- Enterprise Resource Planning (ERP)
- Application Maintenance Service (AMS)
- Change & Transition Management
- Customer Relationship Management
- Talent Acquisition & Development
- Employee Coaching & Mentoring

PROFESSIONAL EXPERIENCE

WAYNE STATE UNIVERSITY – Detroit, MI – 6/2005-Present
Senior Director, Information Technology (1/2016-Present)

Promoted to execute the enterprise-wide administrative technology strategy and adoption of innovative solutions to drive University’s transformation to a Unified Digital Campus. Lead project and operational teams, including 2 IT Directors and 23 technical team members, in supporting administrative applications and building new, mission critical applications to support university’s strategic initiatives. Provide recommendations on university-wide technologies through IT Governance structure.

Serve as a member of the C&IT Senior Leadership Team, providing leadership to internal and external management in developing technical strategy and roadmaps for growth and transformation. Collaborate with the WSU campus community in deploying advanced technologies that drive automation and seamless integrations to gain efficiencies and alignment to university goals and objectives. Manage relationships with key application, service, and hardware vendors, including contract negotiations. Represent the university across the state and the nation.

- Created the strategy for successful ERP system migration, a building block for the modern, connected campus (enabling student success, streamlining operations, and increasing efficiencies). Collaborated with stakeholders across the university in designing a robust adoption plan to migrate 1,300 users seamlessly.
- Crafted the technical strategy for operationalizing “Responsibility Center Management,” a new budget model and transformation initiative to improve alignment of the university’s budget with its goals.
- Adopted Artificial Intelligence (AI) technology for Robotic Process Automation in the areas of student support, to drive student success and increased enrollment, resulting in revenue growth.
- Planned and launched a mobile platform to enhance the student experience, with apps including Self-Service Registration and Personalized Class Schedule.
- Served as the Convener for Information Systems Management Committee, an IT governance body that aligns IT Strategy to business strategy, by providing recommendations on strategic technology investments across the university.

Director, Information Technology (9/2011-12/2015)

Led a team of 9 IT professionals in supporting Finance, HR, Payroll, Advancement, and Research Administration enterprise applications, including Banner ERP modules, WSU-developed applications, and 3rd-party applications. Directed the life cycle of cross-divisional IT projects, from concept through deployment, and ongoing maintenance. Guided project resources to ensure alignment with university standards.
Scott W. Wood
6221 Lismore Circle
Grand Blanc, Michigan 48439
(810) 577-4750 / scottwooddba@gmail.com

EDUCATION

<table>
<thead>
<tr>
<th>Baker College Center for Graduate Studies</th>
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<th>University of Michigan-Flint</th>
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<tbody>
<tr>
<td>Doctor of Business Administration (DBA)</td>
<td>Master of Science, Information Systems (MSIS)</td>
<td>Bachelor of Science, Computer Information Systems</td>
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DISSERTATION
Required Skill Sets of Information Technology Workers in Managed Hosting Environments in Higher Education – Published August 2017

CONFERENCES
Presenter – Society for the Advancement of Information Systems (SAIS): Required skill sets of information technology workers in managed hosting environments in higher education
MBAA International, Annual Conference, Chicago, April 2018

WORK EXPERIENCE
Baker College System Headquarters – Flint, MI

Director of Infrastructure Security and Support (August 2016 – Present)
- Manage team of 15 people responsible for Infrastructure (internal/external), Security/Networking, and the Help Desk.
- Leader of the Canvas User Group, which is tasked with strategic decision-making, integrations, and user access across the organization
- Leader of Policy and Procedures Approval Committee (PPAC), which is responsible for documenting organizational processes and knowledge. In aligning our PPAC with the NIST cybersecurity framework version 1.1, the college was able to align best practices and procedures based on industry standards across the IT division.
- Co-chair of the Change Advisory Board, which is responsible for assessing, categorizing, and mitigating risk/service disruption of any technical change in the environment
- Responsible for aligning the college with Risk Management Framework based on NIST SP 800-37r2
- Experienced in the restructure of IT staffing
- Currently manage an IT budget of over $2 million a year

Manager, Enterprise Infrastructure (August 2012 – August 2016)
- Manage team of system administrators that support the infrastructure of the college, including Active Directory, Forefront Identity Manager - account creation/lifecycle, SaaS applications, and component services (DNS, DHCP, NTP)
- Created IT Metric framework that has identified best practices and increased efficiencies across the IT department, resulting in a reduction in overall incidents and improved SLA’s across the institution.
Curt Novotny  
Cnovotn1@alumni.nd.edu  
Phone: 260-418-7297  
7852 Jericho Road, Stevensville, MI 49127

PROFESSIONAL EXPERIENCE

**Lead HR Business Partner – Central Region Supply Chain, The Coca-Cola Company**  
1/2016-Present  
Supporting Senior Leadership/VP’s as HR Lead for over 2,000 salary, union & non-union associates in multiple locations, impacting strategic initiatives related to performance and growth. Directly lead four HR/Payroll administrators and indirectly lead eight HRBP’s.

- Total Rewards "agile" assignment for N. America Supply Chain focused on Talent & TR strategy
- Project team member for design and update of fixed & variable compensation across N. America
- Manage labor & employee relations for two largest union locations
- Deliver talent & succession plans in alignment with annual people plan while supporting the development of long-term bench strength program with focus on diversity at all levels

**Key Accomplishments**

- Increased Diversity in manager roles within Central Region by 25% over 18 months
- North American lead for global Workday implementation and change management teams
- Lead design & rollout of performance enablement (no annual reviews/ratings) process across region
- Supply Chain lead for Salary and Hourly compensation design/ rollout tied to new performance model
- Evaluated pay rates for high-impact/tech positions; gained support through business case for equity adjustments across North America

**Dir. of Total Rewards, Welch Packaging Group – Elkhart, IN**  
9/2014-12/2015  
Welch Packaging is a $300 million manufacturer of corrugated material with over 900 employees in 12 locations throughout the Midwest. Report to the VP of HR with responsibility for Benefits (SSA/ SAB’s), Payroll, & Training. Directly lead two HR administrators and indirectly lead six HR managers.

- **Total Rewards:** design, evaluate, & implement all employee health, welfare, and retirement programs
- Talent Management, Succession Planning, Pay for Performance, and Sales/Executive Compensation
- Managed design & update of HR policies and employee handbook; completed internal I9 Audit

**Key Accomplishments**

- Project manager for Payroll conversion & HRIS implementation (Electronic Commerce Inc.)
- Decreased retirement program fees by over $30k through negotiation with TPA
- Developed an onboarding program to improve safety, engagement, & productivity while developing & introducing variable/bonus pay program for hourly associates resulting in 15% increase in quality

**Exec. Dir. of Human Resources, South Bend Comm. School Corporation – South Bend, IN**  
4/2012-9/2014  
SBSC is a $230 million public school corporation with over 3,500 employees and 19,000 students. Report to the Superintendent of Schools and the School Board while leading & developing an HR team of 10.

- Lead for all HR activities including, but not limited to: recruiting, succession planning, employee relations, employee development, performance management, investigations, compliance, & training
- Managed a complete overhaul of a $47MM benefit plan including TPA, Insurance/Hospital networks, and medical plan; implemented an employee health & wellness center/clinic saving over $15MM
- Developed & implemented a progressive compensation program to provide motivation, incentives, and rewards for effective performance while eliminating long-standing equity concerns
- Implemented HRIS/Applicant tracking system to improve efficiencies/transparency
- Negotiated union (NEA, AFSCME, & Teamsters) contracts; increased flexibility in hiring; and competitive pay based on qualifications and needs, not seniority
JOHN REINKE, SPHR, SHRM-SCP
2685 Cascade Springs Drive SE
Grand Rapids, MI  49546
Mobile: (616) 717-2676
Email: JHNRNK@yahoo.com

SUMMARY
Strategic Human Resource professional with strong work ethic and a solid HR background. Focused on meeting organizational and employee needs while adhering to company policy and the legal environment. Seeking a position that allows me to have an impact in the organization while creating an environment that employees want to be in. Together We Can Do More.

EXPERIENCE
S. Abraham & Sons, Inc. (Walker, MI) April 1999-present
Vice President – Human Resources. 7/07-present. Member of corporate Executive Management Team and responsible for all human resource functions for 500 employees in six states in the mid-west. Oversee a human resource team of seven employees, six locally and one in Indiana. Responsible for all human resource policy decisions, legal compliance, benefit and compensation programs, employee relations, strategic planning, budgeting, and 401(k) compliance. Payroll exceeds $22 million annually, 3.5 million in healthcare, $400,000 in W/C, and HR operating budget of $979,000.
Key Accomplishments include:
Creation of Wellness Program that encompasses all aspects of employee/spouse health
Implementation of comprehensive Human Resource Information System

Regional Director – Human Resources. 4/99-6/07 Responsible for human resource functions at corporate and distribution center levels. Responsibilities included: workers’ compensation, policy administration, recruitment and selection, employee relations, OSHA compliance, FMLA, special event planning and employee morale programs.
Key Accomplishments included:
Created a more positive and trusting relationship between Human Resources and employee base
Developed on-boarding process for salaried and office hourly employees
Set-up of HR department at new facility in Indianapolis, IN

Johnson Controls, Inc. - formerly Prince Corporation (Holland, MI) October 1991 - April 1999
Human Resource Representative. Responsible for policy adherence, documentation and investigation of team member related issues and concerns, recruitment and selection. Participated in creating, changing, and reviewing policy at the corporate and manufacturing site level. Supported leadership team members in evaluation systems, compensation, legal issues and FMLA. Coordinated yearly summer picnic for approximately 750+ team members and their families. Coordinated summer downtime volunteer program.
Key Accomplishments included:
Implementation of time and labor scanning system for hourly team members
Worked with corporate HR staff to create new evaluation tool for hourly team members

Training Specialist. Facilitated and coordinated training needs for manufacturing plant of 750+ team members. Developed training courses for leadership, support and manufacturing personnel. Responsible for all new team member training and orientation at plant level. Coordinated monthly training program for manufacturing team members, which contained 45 course topics. Provided additional support to the HR team, which included: interviewing, evaluation tracking, payroll and plant event coordination.
Key Accomplishments included:
Standardization of orientation at the plant level from site to site
Reorganization of training for manufacturing personnel to better fit their needs
Development of corporate wide Team Leader Training program
Fredericka Hayes, M. Ed, PHR
Grand Rapids, MI | frederickadh1@gmail.com | 616.292.9713

Human Resources
Proven Leadership in Human Resources, Employee Relations, Team Development & Organizational Excellence

Motivated Human Resources Management Administrator with many years of experience and success in driving critical initiatives. Fosters a collaborative and team-oriented work environment; committed to open and transparent communication to enhance individual and company performance. Proven ability to build strong teams and lead through influence and collaboration. An analytical, creative thinker, and problem solver proven to effectively balance the needs of employees with the mission of the organization.

Core Strengths:

- Employee Development
- Labor Relations
- Employee Relations
- Coaching
- Training & Development
- Operations Management
- PHR Certified
- Recruiting
- Communication & Motivation
- Multi-site Management
- Leadership
- Compliance
- Policy Creation & Implementation
- Benefit Administration
- Oversight & Direction
- Client Acquisition
- Revenue-Increasing Methodologies
- Complex Problem-Solving
- Payroll Administration
- Staffing Solution Expert
- Out-Sourcing Experience
- Conflict Resolution
- Staffing Specialist

Professional Experience

Professional Educational Services Group (An educational staffing company) | 2012-August 2019
Corporate Human Resources/Compliance Officer | 2012-2019 – company closed operations in Michigan.

Administered a centralized functional HR Department covering over 20,000 staff members across five states. Developed and implemented protocols to ensure employment compliance, formal documentation procedures, and policies. Interacted closely with clients and staff to secure the highest level of satisfaction in each unique situation. Served as member of the Leadership Team. Developed processes and procedures to ensure service as a top priority. Active involvement daily in staff solutions, employee relations, benefits administration, compensation, training & development, policy interpretation, and compliance.

- Successfully standardized payroll processing implementation across all companies and states. Developed policies and procedures which standardized documentation for consistent payroll processing.
- Administrator of the Operations Division providing both customer and employee support.
- Responsible for all human resources, payroll, benefits and compliance activities of the company across all states.
- Key player in developing a contract to obtain a fifth state as part of our organization.
- Served as the Civil Rights/Title IX Officer.

Grand Rapids Public Schools | 1982-2012

Chief Administrative Officer | 2011-2012

Developed and implemented strategies for the district to meet goals within budget constraints. Oversaw the operation of all areas of human resources, payroll, retirement, risk management, purchasing, and information management. Coordinated legal services for the district.

- Chief Negotiator for all union contracts.
- Served as the District’s Civil Rights/Title IX Compliance & FOIA Officer (2004-2012).
- Participated on several external committees as a member of the Superintendent’s cabinet.