

Process Improvement Task Force

Initial Meeting

February 10, 2025



Thank You

Co-Chair: Leasa Rochester-Mills

Co-Chair: Charles Lyons

Lisa Marie Anselmi, Ikhee Cho, Julian Cole, Ken Fujiuchi, Keli Garas-York, Scott Goodman, Alexis Greinert, Michelle Hockett, Matthew Karovski, Corinne Kindzierski, David Marcinkowski, Kristen Mruk, Stephanie Richards, Macy Todd, Kim Zittel-Barr



A row of classical stone columns on a building's exterior. The columns are light-colored, possibly limestone or marble, and feature a fluted shaft and a base with several horizontal moldings. The perspective is from a low angle, looking down the length of the colonnade.

Charge

Deliverables due by 2025:

- inventory processes, systems, and functions to determine if adaptation, streamlining, or elimination is required in the two-school structure
- collect feedback from faculty and staff on process improvement and identify best practices for process and system streamlining
- update language in unit-level academic and administrative policies to reflect the two-unit organization and leadership and determine any policies that need to be rewritten entirely
- review faculty handbook and bylaws to identify any language referring to departments or chairs and update to reflect the two-unit model

Considerations

- Stakeholder Engagement and Validation
 - Active Listening
 - Transparency and Communication
- Realistic Timelines & Capacity Limits
 - Prioritization
 - Workload Management
- Document Progress and Decisions
 - Describe Rationale
 - Celebrate Successes and Learn from Challenges

