

STAFF FELLOWS PROJECTS
2007 - 2008

<i>Last name</i>	<i>First name</i>	<i>Unit</i>	<i>Title</i>	<i>USS / unclassified</i>	<i>Supervisor</i>
Bode	Claudia	Center for Environmentally Beneficial Catalysis	Education, Outreach and Diversity Programs Coordinator	unclassified	Bala Subramaniam
PROJECT: Workshop on "How to Informally Communicate Scientific Knowledge" - A workshop will be developed to train faculty, postdocs, and graduate students on how to become informal science educators. Participants will gain an appreciation for the importance of this issue and learn a variety of skills on how to better communicate their research to the public and media in such a way that it is accurate, understandable, concise and personally relevant.					
Dixon	Linda	Acad. Achievement & Access Center	Associate Program Director	unclassified	Gail James
PROJECT: Many departments in Student Success offer employment opportunities for undergraduate students whose primary role is peer to peer work. These positions include Peer Educators, Peer Advisors, Writing Consultants, Orientation Assistants, Resident Assistants, HAWK Link Guides, AAAC Tutors, etc. Although these positions offer many of the same experiences, such as leadership, tutoring, mentoring, problem-solving, there is very little communication between the supervisors about how we help students develop these skills, nor do we share our best practices in training and evaluation. The goals of my project are to: 1) collaborate with supervisors to decide on common competencies for our students; 2) measure how well we're helping students develop these competencies; 3) help students articulate what they are gaining from their employment experiences at KU; and 4) create a partnership of supervisors who will routinely share best practices.					
Gingerich	Robin	Center for Research on Learning	Project Coordinator	unclassified	Daryl Mellard
PROJECT: The Division of Adult Studies has developed student and staff performance evaluations that reflect their interest in quality work that serves it's mission. The instrument and procedure is a balance between a quantitative work score and a qualitative conversation. This question to be answered for this project is "are there better ways to facilitate personal and professional growth beyond the once-a-year performance review?" The project plan is to introduce Reflective Leadership skills into regularly scheduled staff meetings. Reflective Leadership's premise is that "our accomplishments are a reflection of what our relationships have allowed us to achieve... leadership takes place in the contest of relationships and quality relationships are crucial to good outcomes. " The three components of Reflective Leadership are self-awareness, careful observation and flexible response. These are skills that can be learned and learning these skills is the focus of the project.					
Marsh	Curtis	Student Success & Info Services	Program Director, KU Info	unclassified	Kathryn Tuttle and Tami Albin
PROJECT: The mission of the KU Info Affiliates Program would be to enhance information dissemination across all departments, university wide. The objective would be to identify those in the KU community who provide general information to a broad audience, and offer them a condensed version of the training received by KU Info staff. There are so many KU administrators, administrative assistants and other employees who provide general information and would benefit from enhanced knowledge and expertise. These people serve as unofficial affiliates of KU Info. Why not offer training so they can become official KU Info Affiliates?					
Mercer	Susan	Institute for Policy & Social Research	Assistant Director	unclassified	Steven Maynard-Moody
PROJECT: At universities where professional staff hold some upper level administrative positions, it becomes possible for professionals to identify a path for advancement over the course of a 20- to 30-year career. At KU, few opportunities for such advancement into the higher ranks exist. A secondary problem is that of status relevant to faculty peers. At KU, even though professionals are obviously valued, their status is clearly secondary to that of faculty and faculty administrators. Yet, many non-faculty administrators at KU have highly specialized training or an advanced degree plus experience and expertise that is unmatched by faculty administrators. This project seeks to identify 2-4 other research universities with alternate models for employing professional staff in upper level administration and to examine their relevance to the structure at KU.					
Moore	Kathy	Information Technology	Director, LAN Support Services	unclassified	Donna Liss
PROJECT: The goal of this project is to evaluate the support level for IT services and develop a strong and reliable front line face and voice of KU IT to the campus community. As stated above, the goal is not to evaluate the services themselves but to consider and improve the support environment for the IT provided services. Any service enhancements, improvements and additions revealed or suggested during this process will be forwarded on to the appropriate IT units for consideration but will not be a part of this project.					

**STAFF FELLOWS PROJECTS
2007 - 2008**

O'Bryon	Kim	Registrar's Office	Admin. Prof. Senior	USS	Marla Herron
<p>PROJECT: Classroom space is at a premium at the University of Kansas. In an effort to improve the efficiency of classroom space usage, I propose the following project. Staff in the Office of the University Registrar recently ran a report to identify classes with zero enrollment for Fall 2006 and Spring 2007 and have identified 175-200 class sections out of about 5,000 each semester that apparently have no enrollment but are occupying classroom space. No investigation has been done at this time to validate the data. Therefore, I would like to investigate why approximately 200 classes per semester have enrollments set to zero but are never cancelled. This situation ties up classroom space that could be available for other uses.</p>					
Potts	Joe	Int'l Student & Scholar Services	Director	unclassified	Thomas Heilke Hodgie Bricke
<p>PROJECT: This proposal calls for a collaborative effort between ISSS/OIP and several other campus units (Human Resources, research units, deans offices, OIRP and General Counsel) to (1) comprehensively identify current and future needs in all campus areas related to both international student processes/compliance and hiring of non-U.S. employees, and (2) identify the best comprehensive computing solution to meet those needs. An ideal solution would improve efficiencies for all units involved, simplify immigration processes for units and staff who lack knowledge of those processes, and reduce institutional liability by strengthening record-keeping, compliance, and audit preparedness. Efficiencies that result in more time for personal service to both students and employees will increase retention.</p>					
Ryan	Mary	Edwards Campus	Associate Dean of Academic Affairs	unclassified	Bob Clark
<p>PROJECT: A KU Edwards Campus Task Force will make recommendations to the university on the future of this campus. Our students stand to benefit from this vision and we will have the opportunity to serve the working adult student in new ways. This is an important time for KU to stay focused on the needs of these students now and in the future. This project will allow me to make recommendations that will help units integrate their academic or student service programming on this campus in seamless and enhanced ways. It is a great opportunity to build cross-campus communication and planning for our future.</p>					
Sexton	Cindy	Psychology	Administrative Assoc. Sr.	USS	Jama Lickteig
<p>PROJECT: Create a Departmental Newsletter. Possible information to include: • Departmental Event Calendar (weekly/monthly/quarterly) • Meeting announcements • Thesis and Dissertation defense dates and titles • Funding /Grants received • Faculty and student awards received • Retirement announcements • New faculty hire announcements including areas of research • Funding source announcements • Scholarship awards • Conference presentations including scaled-down posters • Possible "Faculty Spotlight" section including research, teaching, service, and projects • General announcements • Departmental policy/guideline changes • Deadlines including PTM and grade submission • Technology changes • University policy changes • University deadlines including enrollment • Staff and their duties • Program chairs • Collaborations with other departments/faculty • Articles, books, papers published • Faculty photos • Photos and graphics</p>					
Wakolee	Patti	University Advising Center	Senior Academic Advisor	unclassified	Diann Burrignt
<p>PROJECT: The objective of this project is to expand the Haskell Mentor Program a first year transition program offered through the University Advising Center. The program currently assists students who are undergraduates and transfer from Haskell Indian Nations University. The program offers early enrollment at KU; mentoring from students, faculty and staff; academic scholarships; and a book grant. Correspondence has been received from students who are Native American but do not participate in the Haskell Mentor Program, either because they are not undergraduates or did not transfer from Haskell. These students indicated that they also want to participate in a program where they are supported as Native American students at the University of Kansas. A proposal was approved by Coca-Cola to sponsor events during the Spring 2007 semester in an effort to build community among this population. All students who identify as Native American were invited. Based on feedback from those events this project proposal is to offer a similar program and include all students who are Native American at all academic levels, undergraduate, graduate, and regardless of their transfer status.</p>					