Compliance

Save the Date: Join us from April 27-29, for the 2nd annual Continuous Learning, Islanders Made Better (CLIMB) Conference, which will be held virtually this year. The theme "Service Excellence Amidst Adversity" highlights our collective campus resilience as we renew our efforts to expand professional development and engagement across the Islander community. This conference combines the Wellness Fair, Benefit Fair, Employee Development Day, and Service Awards.

CLIMB will be hosted on the Attendify app with over 30 live WebEx sessions, in addition to several on-demand sessions. Five tracks will be offered in the areas of Technology, Faculty Focus, Professional Development, Mindfulness/Work Home Balance, and Benefits. There will also be two tracks for on-demand sessions and a Wellness Fair vendor Exhibit Area.

Dr. Kelly M. Miller will deliver the opening remarks at 11 a.m. on Tuesday, April 27, followed by Julie Burch, keynote speaker and comic. WebEx sessions will follow which include presentations from:

- Microsoft, Lauren Guerra & Joseph Doan – “Things You Should Know for Effective Virtual Meeting;”
- University Police Department Panel – Challenges During COVID;
- Associate Athletic Director for Compliance Keith Miller – “Mental Focus to Tackle Your Goals,” and
- Members of the Expressive Activities Committee will present a panel – “Freedom of Speech on Campus.”

This is just a small sample of the sessions offered in CLIMB this year and many more informative sessions from campus and external experts are included. A special presentation will be made by Nicole Sus

“Advance Your Career With LinkedIn Learning,” highlighting the University’s acquisition of LinkedIn Learning for the campus beginning this Spring. To view the agenda, visit the CLIMB site. CLIMB is open to all faculty, staff, and students. No pre-registration is required. We are excited for you to join us!

Administrative Operations

Roof Replacements: CI roof replacement is estimated to start in April. ECDC roof replacement is in the procurement stage.

Elevator Program: Completion of Elevator 2 for Furgason and CI has been delayed and it will now be completed in April. UC elevators are complete.

New Design/Construction Process: In an effort to improve the process, the Facilities Modification Request (FMR), Change of Room Type/Use; Information Technology Modification Request (ITMR) and the Request for Additional Space forms have been consolidated into one form and is now available online. Requestors will only need to submit the Project Initiation Request form available on the Administrative Operations website and an assigned Project Contact Person (PCP) will submit all other forms on their behalf for their approval.

Dashboard: Requestors will now be able to track the status of their project in the Facilities Project Dashboard. Simply enter the project # assigned when entering the Project Initiation Request and the project status/procurement information will be populated.

Comptroller

Financial Manager Certification Courses: Other

Financial Matters: Courses are listed and if anyone is interested in attending any listed course, please send an email (RSVP) to Brandice MacDonald at Brandice.macdonald@tamucc.edu.

- April 7 – Accounts Payable
- April 14 – eTravel/Concur
- April 21 – Procurement Card – Do’s & Don’ts
- April 28 – Central Receiving/Object Codes
- May 5 – HUB Purchasing Requirements
- May 12 – Expenditure Guidelines
- May 19 – Purchasing 101
Information Technology

The Texas A&M University-Corpus Christi Institutional Software Survey: This Spring the University Technology Council charged the Division of Information Technology (DoIT) to develop a survey to help identify software commonly used throughout the University to leverage bulk-purchasing opportunities throughout TAMU-CC and the TAMU System. The survey supports the Budget Think Tank recommendations to find areas to standardize, consolidate, maximize, and improve software procurement and distribution. The survey will be distributed via a campus announcement in April. Responses will ensure the University's needs are considered when creating master agreements and seeking collaborative pricing software to promote teaching, learning, research, and productivity.

New Procedure for Administrator Privileges on TAMU-CC Computers: DoIT will take a proactive step in protecting University systems against malware and virus attacks by modifying the method for granting local Administrator privileges. Historically, the IslandID is assigned Administrator privileges to a requestor’s workstation. Through the new procedure, individuals needing elevated access will have an alternate login for accessing Administrator privileges. Those with local admin access and their supervisors will receive an automated message from cio@tamucc.edu providing options and instructions for retaining Administrator privileges. As an alternative, the IT Service Desk provides remote and in-person assistance for software installations. For help with University-approved software, email ITHelp@tamucc.edu, call 361.825.2692, or start a remote session.

Mark Your Calendars

April 6 – Islander Tribute, 5:30 p.m., Opening Ceremony at UC, Anchor Ballroom and then move to Lee Plaza
April 21 – Administrative Professionals Day
April 26-27 – Catapult on campus, 6:30 a.m.-1:30 p.m., Dugan Wellness Center, register at Patient Scheduler (timeconfirm.com). Other dates on campus are May 4-5.
April 27-29 – CLIMB 2.0
April 29 – Islander Awards, 1 p.m.

Human Resources

25th Annual Islander Awards Celebration: Mark your calendar for the 25th Annual Islander Awards Celebration on April 29 at 1 p.m. The awards will be streamed live at the conclusion of the CLIMB event. The celebration will recognize faculty and staff who have earned service milestones, have recently graduated, and have won the Wellness Cup. Winners of the Faculty Excellence Awards and the Staff Excellence Awards will also be announced. Employees with 20 or more years of service will be invited to participate in person along with winners of the Excellence Awards. Event links and details will be distributed prior to the event. For more information, visit http://hr.tamucc.edu/recognition or email human.resources@tamucc.edu.

Staff Performance Reviews Launch April 1 in Workday: There is a new look for performance reviews and slight changes to the process. WebEx training for managers is April 7 at 2 p.m. and April 16 at 10 a.m. Managers should provide a due date for employees to submit the self-evaluation; the April 8 due date in Workday can be ignored. Staff reviews must be completed by May 31. Visit FAQ’s for additional guidance.

Budget

Fiscal Requests: The Budget Office is excited to announce that the new Laserfiche Fiscal Request form should go live on April 15. The link to the new automated form will be available on the Budget website under Forms.

University Services

New at Chick-fil-A: Chick-fil-A is expanding the breakfast menu by offering the burrito and burrito bowl. Open Monday through Friday at 7:30 a.m.