DEAR COLLEAGUES,

As you know, last year the college introduced a new, comprehensive performance management platform that began with the rollout of an annual review process specifically focused on job responsibilities. This year, we’re building on that platform by incorporating individual goal setting and by embracing the Ursinus Quest: Open Question Open Minds and our community values.

Individual goal setting is critical to both personal and career success, and it also plays a significant role in achieving institutional success. Goals guide your focus and provide clarity on your work to better meet the cascading priorities of your department, division and, ultimately, the institution.

As we approach the next stages of our Ursinus Staff Performance Development System (USPDS), we will be seeking to embrace Quest and align our goals with our community values, which are both important to our culture and for helping the college achieve its core mission. Think about our values and how the four questions (What should matter to me? How should we live together? How can we understand the world? What will I do?) pertain to your work.

The performance management platform focuses on how the college can provide a rewarding and meaningful employee experience that includes strategic initiatives that support employees in their endeavors to excel. I’ve been scheduling times to meet with each division and department to review the platform that will be implemented in 2020. These meetings will take place in the near future.

This edition of our quarterly newsletter aligns with goal setting and shares more information, tips and examples for you to consider. I hope you enjoy the experiences and expertise that the athletics and advancement divisions have generously shared with us on how they go about setting individual goals.

Sincerely,
Kelley Williams
Director of Human Resources

Meet Gia Victorino, Benefits Administration Specialist

Born and raised in Los Angeles, Gia joined Ursinus on February 17, 2020, and was immediately drawn to the college’s strong ties with the local community. She says she loves working in human resources because it’s always evolving and “there are endless ways to make a positive impact.” In her role, Gia is responsible for managing the administration of all employee benefits programs and is looking forward to meeting and becoming acquainted with the staff, students and campus. When not handling our benefits, Gia likes to enjoy life with her daughter and her boyfriend. She looks forward to road trips, visiting Lancaster, cooking and baking, hiking and watching movies. A self-described “foodie,” she says she has a huge sweet tooth. Welcome to Ursinus, Gia!

HEALTH AND LEARNING OPPORTUNITIES FOR FACULTY & STAFF

Ursinus has a wide range of tools and services available to faculty, staff and students for teaching, learning, working and collaborating while off campus. Visit go.ursinus.edu/workingremotely.
WHY DO WE SET GOALS?

To invest in our people as our most important asset, it’s important that Ursinus employees understand how their work contributes to the broader goals of the college. This year, each division will set staff goals aligned with team and college goals in mind. Here are two examples.

Goal-setting tips from the athletics department

- **Choose goals that are meaningful.** What are you trying to accomplish as a division and what can your employees improve upon that contributes to it?

- **Set measurable goals.** Once you know what you are trying to accomplish, use metrics to develop a system to measure success for your employees.

- **Determine the steps required to get there.** Be specific about the ways in which your employees can meet their goals. Ask them to work towards small, sustainable goals, and add new things later to encourage growth in their roles. Schedule progress updates and ask for feedback.

- **Goals should be sustainable.** If the changes or improvements you are asking of an employee can’t be sustained long-term, try setting new, attainable goals for them.

- **Revisit your metrics often and determine if they are still relevant.** Once you learn how effective your goals have been, it’s okay to adjust your approach and even set new metrics that better illustrate what you are trying to achieve. Being flexible is a key element to success!

By virtue, the work of the advancement office is largely goal-driven, supported by qualitative and quantitative metrics. As such, we continually seek to establish and tie individual, team and departmental goals to the overall priorities of the college’s strategic plan and institutional mission. The process starts with departmental leadership carefully evaluating the current, guiding strategic plan for Ursinus. From there, a collection of five-to-seven advancement departmental goals are established that can be directly linked to it. Team directors are then tasked with developing goals for their groups that tie-in to the departmental goals and, tangentially, the college’s overarching strategic plan. Individual performance plans then stream upward from there. In this way, all goals are complimentary and interlinked.

**Example:**

- **Ursinus 150 Strategic Objective #7:** Ensure long-term financial sustainability

- **Advancement Department Goal #5:** Building on prior years’ success, develop programs that continue to educate the overall Ursinus community to create a culture of philanthropy.

- **Donor Relations Team Goal:**

  - **Linked metric:** Match 2019 attendance numbers for scholarship celebration, with at least 11 individuals in attendance, and at least 30 of them being donors.

Ursinus has gone mobile! Download MobileU, our new mobile device app that provides instant access to campus safety resources and sends important safety alerts, by searching for “Ursinus College” in the Apple and Google Play stores.

Be on the lookout for our community service survey later this semester!
RESOURCES FOR DIVERSITY

The Diversity Action Resource Team (DART) is a collaboration of faculty and staff under the auspices of the president’s office. Created during the summer of 2019 and meeting regularly since that time, DART brings together a diverse group of community members to collaborate on promoting and expanding inclusion, equity and acceptance at Ursinus College. DART is closely tied to the college’s values and is implementing actions to promote these values throughout campus.

One of DART’s primary initiatives is the solidarity pledge and pin that members of the campus community can wear as a sign of their commitment to our values. DART is also sponsoring ongoing activities throughout the year. Pick up your pin in the office of human resources, academic affairs, the Institute for Student Success, or UCARE.

Solidarity Pledge: #StandUpUC
By wearing this red and black ribbon, I show my solidarity with people of color, women, immigrants and refugees, Muslim, Jewish, LGBTQ+ and anyone else threatened by fear, hate, intolerance or discrimination. We are all stronger together. I will do all I can to protect our community from harm.

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<tr>
<th>Diversity Action Resource Team Members</th>
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<tr>
<td>Rosa Abrahams</td>
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<td>Brock Blomberg</td>
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<td>Meghan Brodie</td>
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<td>Missy Bryant</td>
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<td>Melanie Cunningham</td>
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<td>Del Engstrom</td>
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<td>Meredith Goldsmith</td>
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<td>Christine Iannicelli</td>
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<td>Johannes Karreth</td>
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<td>M. Nzadi Keita</td>
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<td>Monique Kelly</td>
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<td>Olena Kozhushkina</td>
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<td>Jack LaFayette</td>
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<td>Brenda Lederach</td>
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Professional Development Opportunities
The college has partnered with MidAtlantic Employers’ Association (MEA) to provide a series of training workshops titled “Foundational Leadership.” The series is designed to help develop key competencies for both new and experienced supervisors. The first cohort of 22 employees began the workshop training in February and the program continues through April.

Nominees Sought for Annual Staff Awards
Would you like to recognize a colleague for their work and service to Ursinus? Make your nomination for the following awards by April 1, 2020, by visiting ursinus.edu/offices/staff-assembly.

- **The Laughlin Distinguished Administrator Award** is presented to a leading member of our salaried (exempt) staff with a minimum of three years of service who has made significant contributions to the college above and beyond their regular responsibilities.

- **The Flora A. Tortorelli Staff Service Award** is limited to hourly (non-exempt) employees of Ursinus who have a minimum of 10 years of service (as outlined in the guidelines for the endowed award). Part-time service will be prorated to full-time equivalence.
Staff Spotlight: Carol McMillin

Collegeville native and 1985 Ursinus alumna Carol McMillin began working at Ursinus as a chemistry stockroom manager in 1998 before moving into the field of environmental health and safety in 2003. She recently was promoted to director of risk management and insurance.

Away from Ursinus, Carol is currently completing her third year as an at-large member on the board of trustees for the Campus Safety Health and Environmental Management Association (CSHEMA), and she is a certified chemical hygiene officer and human-scale certified office ergonomics evaluator. She enjoys hiking, exploring national parks, exercising, reading, kayaking and spending time in the Poconos, as well as cheering for the Eagles and Phillies. She has also played in the handbell choir at her church since she was seven years old.

CONGRATULATIONS!

FACULTY & STAFF ACCOMPLISHMENTS

Ursinus earned a CASEzDistrict II Bronze Award for print magazine and a bronze “CUPPIE” award from CUPRAP (College & University Public Relations and Associated Professionals) for its viewbook admission publication.

UC Among the Best in the Valley

In a nod to the college’s growing efforts to become an even better community partner, the Perkiomen Valley Chamber of Commerce recognized Sharon Hansen, director of career and post-graduate development, as its 2020 Business Star of the Year, and awarded Ursinus College its Large Business of the Year during its annual PV Stars Best of the Valley Gala in February.

AHA Grant Supports IDC Research

The American Heart Association awarded Ursinus a two-year Institutional Enhancement Award to support student research relating to cardiovascular disease. The funding will support the work of students in the HaMM (Heart and Muscle Metabolism) lab, directed by Stephen Kolwicz, an assistant professor of health and exercise physiology. They are researching how ketogenic diets affect the heart during obesity.
URSINUS WELCOMES
NEW EMPLOYEES

STAFF

Diana “D” Deoki
Department: Admission
Title: Assistant Director of Admission, Diversity Recruitment
Hire Date: 2/4/2020
Diana assists students and their families through the admission process focusing on the following territories: Philadelphia, Long Island, N.Y., New York City, Texas, Norristown, Reading, Camden, N.J. and Newark, N.J.

Robert “Rob” T. Mansfeld
Department: Advancement
Title: Assistant Director of Annual Giving
Hire Date: 1/6/2020
Rob is responsible for developing and implementing plans to meet and increase annual giving from Ursinus constituents, with an emphasis on phonathon and the senior class gift campaign. He will also work with the Students Today Alumni Tomorrow (STAT) student group.

Jade Touam
Department: College Communications
Title: Assistant Content Marketing Manager
Hire Date: 2/10/2020
Jade's aim is creating compelling, brand-driven content to help guide and inform our prospects during their journey from inquiry to enrollment. In addition, she will be responsible for helping us amplify our content, across all platforms, to drive general awareness of the UC brand.

Giovanna Victorino
Department: Human Resources
Title: Benefits Administration Specialist
Hire Date: 2/17/2020
See her profile in this newsletter!

John Adam Linetty
Department: Student Affairs
Title: Assistant Director, Institute for Student Success
Hire Date: 2/10/2020
As Nick Hanford assumes a leadership role in the Institute for Student Success, Adam will provide academic support and outreach to help students improve skills essential for navigating the challenges of a liberal arts education.

FACULTY & ACADEMICS

Brian D. Keeny
Department: Chemistry
Title: Mobile Science Teacher
Hire Date: 1/28/2020
Brian's position is on the move! Supported by Science in Motion, he serves as a part-time mobile educator visiting local high schools to aid teachers in demonstrations and/or directing students in use of science equipment.

William “Will” Klinger
Department: Biology
Title: Research Assistant
Hire Date: 1/6/2020
Will serves in a National Institute of Health (NIH) grant-funded position that works with Associate Professor Carlita Favero to conduct and troubleshoot research in the area of developmental/cellular neurobiology.

Damon Linker
Department: Environmental Studies
Title: Visiting Assistant Professor
Hire Date: 1/1/2020
Damon is a senior correspondent at TheWeek.com, a consulting editor at the University of Pennsylvania Press and an author.

Lecturers: Ryan Carson, Music; Christopher Costa, Health & Exercise Physiology; Jianing Li, Math & Computer Science; Andrew Murray, Education; Karen Patton-McShane, Education; Steven Schwoyer, Music; Kile Smith, Music; Michelle Stranen Politics & IR.

Join our Wellness Team

Are you interested in supporting our wellness initiatives? Do you have a passion for promoting health lifestyles? Get involved! Join our wellness committee and help support our initiatives or volunteer with NewU to help with some programming. Please contact Kim Magers in the human resources office for information.
Carol Williams, a mainstay in the registrar’s office and a familiar face to students, faculty and staff alike, lost her valiant battle with cancer on Friday, February 14. A devoted member of the Ursinus community for nearly 30 years, Carol came to the college in July 1991 as a member of the library staff before moving to the registrar’s office in 1993, where she became a fixture, lending a helping hand to countless faculty and students.

Among her campus colleagues, Registrar Barbara Boris was more than a co-worker. She was her best friend and knew her better than anyone at Ursinus. “She was very proud of helping students start their journey and working with them through graduation. Carol always remembered students’ names and liked to remind those who were surprised by it that it was part of her job.”

Born in Norristown, Carol was a graduate of Methacton High School. She lived in Schwenksville and loved spending time with her husband, Andy; sons, Ryan and Kyle (and Kyle’s wife, Amber); grandchildren, Keegan and Emery; and her beloved dog, Randall.

Members of the campus community joined Carol’s many family members and friends during a service on campus in Bomberger Hall on Friday, February 21.