

# Performance Management at DU Town Hall

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Human Resources & Inclusive Community

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# Agenda

- Why are we implementing a new software?
- Who helped?
- What stays the same?
- Improvements in the new system
- Q&A
- Updates and next steps

# DU IMPACT 2025: A Summary

These ideas make up our *impact* model, designed to position DU to lead through Transformative Directions One, Two and Three. Through Four, we will guide our future as One DU, an intentional community that integrates research, teaching and engagement for the public good.

## One: Students Learning and Leading in a Diverse and Global 21<sup>st</sup> Century

### SI 1: Financial Support for Students

- Recruit and retain outstanding student scholars
- Increase financial aid and scholarships; reduce student debt
- Develop philanthropy to meet full need for undergrads

### SI 2: Enhancing and Expanding our Learning Environment

- Develop teaching resources to support high impact learning experiences
- Encourage and strengthen study abroad
- Enhance the graduate experience across the University
- Develop a cross-school teaching/learning effort
- Ensure assessment processes across academic units

### SI 3: Navigating DU, Navigating Life

- Develop portfolios for undergraduate and graduate students
- Require a workshop for first-year students
- Develop a comprehensive mentoring system for undergraduates
- Promote health and wellness consistently

### SI 4: Learning, Living and Leading in Community

- Reimagine Driscoll as a contemporary facility for students
- Reimagine and expand residential housing
- Establish DU Dialogues; increase student programming

### SI 5: Preparing for Careers and Lives of Purpose

- Develop a career hub to provide mentoring and other services
- Expand internships; secure philanthropy
- Sustain a culture of design thinking

## Two: Discovery and Design in an Age of Collaboration

### SI 1: Faculty Talent, Excellence and Diversity Initiative

- Develop unit plans for faculty diversity and inclusive pedagogy
- Create a Faculty Collaborative; endow professorships
- Endow teaching, clinical and practice professorships

### SI 2: Supporting Research, Scholarship and Creative Expression

- Expand external funded research support; strengthen infrastructure
- Expand support for design and discovery of knowledge
- Improve research support for graduate and professional students

### SI 3: International Impact

- Create institutional partnerships with universities
- Engage international alumni
- Expand study, research, and work abroad opportunities
- Encourage internationalization on campus

### SI 4: Knowledge Bridges

- Identify problem- and issue-based research and curricular initiatives; create a flexible infrastructure to support them
- Structure and fund knowledge bridges; attract philanthropic support
- Increase opportunities for graduate student participation

### SI 5: Initiative on Social Policy Research

- Sponsor research projects; support faculty as research affiliates
- Attract faculty members with funds; seek philanthropic support

### SI 6: Project for Innovation, Entrepreneurship and Technology

- Support industry-educational partnership to serve the region; function as incubator for faculty and staff ideas
- Encourage active and entrepreneurial learning; involve students
- Provide programming; sponsor entrepreneurship workshop

## Three: Engagement and Empowerment in Denver and the Rocky Mountain West

### SI 1: Collaboration for the Public Good

- Establish Rocky Mountain Grand Challenges
- Ensure that serving the public good is central to DU education
- Expand our work to address social needs
- Enlarge our presence in Denver and Rocky Mountain West

### SI 2: DU as an Anchor Institution

- Buy locally; support local employers, cultural organizations and other agencies
- Support educational opportunities for DU staff and local communities
- Partner to increase arts and cultural programming
- Offer our facilities and resources to community

### SI 3: DU as an Open Door to Engagement and Vitality

- Create engagement center on campus
- Create a DU district
- Support more affordable housing near campus
- Develop interactive web portal

### SI 4: Partner in Innovation and Entrepreneurship in Denver

- Cultivate robust entrepreneurial culture for public good
- Create an Innovation Workshop
- Expand collaborations with industry and trade
- Engage and support DU alumni, friends, and partners

## Four: One DU

### SI 1: Advance and Celebrate One DU

- Strengthen engagement and celebrate life together
- Be exemplary employer
- Promote flexibility and efficiency
- Identify and use best practices

### SI 2: A Community of Diversity, Equity and Inclusive Excellence

- Create diversity, inclusive excellence plans for DU and units
- Create a diversity dashboard
- Expand searches and improve procedures to promote diversity
- Cultivate leaders committed to inclusivity

### SI 3: Sustainable DU

- Expand sustainability; meet carbon reduction goals
- Support sustainable transportation
- Act as the academic partner to urban green space initiatives
- Support sustainable food initiatives

### SI 4: Engaging Alumni and Friends

- Establish an alumni council
- Strengthen alumni chapters and networks to promote DU
- Create space to enable alumni-student interaction
- Establish educational programs

# Change and Transition



# Feedback from DU Community

## FOCUS GROUPS

### Process

- More check ins
- Clarify goals
- Customize competencies
- Simplified
- Focus on Professional Dev't
- Stronger connection between work, goals and values
- Multi-rater

### Technology

- User friendly
- More functionality
- More customizable

### Education

- Skill building training
- How to set/write goals
- How to appraise and rate

## EMP ENG SURVEY

### Question 17

**Our review process accurately measures my performance.**

**41%**

(Percentage positive responses  
From All Staff)

*"Dive deeper into performance evaluations and how they are beneficial to the University as a whole."*

*"...I think the performance management tool is cumbersome and does not truly capture performance."*

## Leadership Advisory Group

Acted as advisors for design decisions and served as guides on philosophy.



# Pioneer@Work

The *NEW* Talent Management Experience  
at DU





# Pioneer@Work

- Performance Planning (first 6 weeks) and Performance Review (last 6 weeks) are required
- Quarterly Check-ins are system generated reminders, but no task requirement
- Managers can now roll back forms
- System-Generated Reminders

- When task is assigned to you
- Due in 5 days
- 1 day past due
- 30 days past due
- 60 days past due
- 90 days past due
- 120 Days past due

# Updates for Newly Hired Employees

- Performance Planning launched on new employees hire date
- New Hire Onboarding Checklist launched 30 days after hire date
- All new hires are included in the Performance Management process
- Merit eligibility remains the same: July 1 cutoff
- 90 day blackout window for new hires only, relative to the division



# Performance Management at DU

Phase 4

Phase 1

Phase 3

Phase 2

## YEAR- END PERFORMANCE REVIEW

- Provide fair ratings for Job Goals and Objectives and Competences
- Provide clear examples and evidence of ratings
- Capture accomplishments and outcomes
- Review progress on Professional Development Plan
- Conduct formal “no-surprises” review meeting



## PERFORMANCE PLANNING

- Set clear, concrete, and connected expectations about results by:
  1. Creating Job Goals & Objectives
  2. Reviewing Competencies
- Discussing development opportunities for job specific short-term and long-term career goals by:
  1. Creating Professional Development Plan



## QUARTERLY CHECK-IN

- Solicit and provide feedback, coaching, and recognition
- Review progress to date
- Adjust goals as needed
- Update priorities or expectations
- Supervisor to explore barriers and how to remove them
- Celebrate accomplishments



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# Pioneer@Work

<b>Job Goals and Objectives</b>	<b>Competencies</b>	<b>Professional Development</b>
60%	40%	Not rated














<b>Competencies</b>
Inclusiveness
Work Quality
Communication
Dependability
Initiative

<b>Rating Scale</b>
Exceptional (4.5-5)
Advanced (3.5-4.49)
Solid (2.5-3.49)
Developing (1.5-2.49)
Unsatisfactory (1-1.49)

<b>Merit Cycle</b>	<b>Academic Cycle</b>
October 1 – September 30	July 1 – June 30












## My Resources



-  [My Person Profile](#)
-  [Ethnicity and Race Self-Identification](#)
-  [PioneerTime](#)  
*Firefox (PC) or Safari (Mac) preferred*
-  [Pay Stub | W2](#)
-  [Shared Services Knowledge Base \(forms and guides\)](#)
-  [Employee Information](#)
-  [Supervisor Resources](#)
-  [Internal Career Opportunities](#)
-  [Benefits Information](#)
-  [Performance Management](#)
  -  [Performance System Login](#)
  -  [Performance Management Information](#)
  -  [Performance Management Online Training](#)

## Employee Resources

### Documents / Downloads / Policy

-  [University Budget Transmittal](#)  
*For University Employees only - Do Not Distribute*
-  [Accelerating Success: Building a Dynamic Diversity Equity & Inclusion Infrastructure At the University of Denver](#)  
*For University Employees & Students only - Do Not Distribute*
-  [Employee Handbook](#)
-  [2019-20 Equal Opportunity & Title IX Procedures](#)
-  [Chancellor's Speeches](#)
-  [University Factbook](#)
-  [Policies](#)
-  [Continuity of Operations Plans](#)
-  [Campus Security Authority Incident Form](#)

### Applications / Services

-  [Directories: \[People\]\(#\) | \[Departments\]\(#\)](#)
-  [Maps | \[Directions to DU\]\(#\)](#)
-  [Parking](#)



## Performance Planning

***What do I need to do in order to be successful this year ?***

Three Sections of Performance Planning:

1. Write Job Goals and Objectives
2. Review Competencies
3. Create Professional Development Plan

Three tools to support this process:

1. Reference your Job Description
2. Talk with your manager
3. Consult Team, Unit, Organizational Goals – IMPACT 2025



# THE BRIDGE



# Human Resources & Inclusive Community

UNIVERSITY OF DENVER

Give to DU | Directory

## Human Resources & Inclusive Community

- HOME
- New Employees
- Benefits & Compensation
- People Development
- HR Partners

**HUMAN RESOURCES**

**Welcome to Human Resources at the University of Denver!**

**WHAT'S NEW?**  
This section spotlights up-to-date information of events, developments, and updates of Human Resources & Inclusive Community and its support of the University community.

Guided by DU IMPACT 2025, we are taking many important steps to shape our University and have greater impact on higher education in 21st-century ways. Through our planning and implementation process, we also are creating a renewed sense of collaboration for moving this University forward. It is increasingly clear that engaged and talented faculty and staff will be critical to realizing our considerable aspirations and supporting a new generation of students. To get more information, please visit [Compensation](#).

**CONTACT US**  
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[Staff Listing](#)

**PERFORMANCE**

More information coming...

# Questions?

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# Upcoming HRIC Events

- **Start of Leadership Academy Cohort 5– January 9-10.**
- **Faculty, Staff and Retiree Appreciation Event – January 12.**
- **Supervisory Core Responsibilities Class- January 14 and 27.**
- **20th Annual Diversity Summit – January 21-23.**
- **Cornerstone Systems and Professional Skills training courses – January and February**

THANKYOU!

