

Summary of Staff Engagement Activity

Stream	Timing of Consultations	Number of Staff Engaged	Roles of Staff Included
IT	Discovery	<p>Workbook development with SME: 24 IST contacts Workbook completion: ~31 IT faculty/unit contacts + ~193 IT faculty/unit staff Validate discovery data: ~31 IT faculty/unit contacts Review of discovery finding and priorities: ~31 IT faculty/unit contacts + ~193 IT faculty/unit staff Total ~ 250</p>	<p>Faculty/unit IT Leads (supervisors and analysts), IST Portfolio Managers, IST Business Analysts IST executives, IST supervisors and analysts</p>
HR	Discovery	<p>Workbook completion: 34 Direct contacts & additional HR resources to complete (est x2 avg) ~ 68 Review of Discovery Findings: ~100</p>	<p>HR Partners, FMC members, HR Mgrs & Supervisors</p>
Finance	Pre-Discovery & Discovery	<p>Workbook development: 31 Financial Management Committee leads with 7 SME Workbook completion: 92 direct department leads + additional financial resources for each (est x2 avg.) ~ 184 - Total ~ 222</p>	<p>- SMEs from FMC member-endorsed volunteers. - Key faculty/unit lead (FMC) and additional financial expertise as designated by the lead</p>
Student Services	Discovery for the Student Service Centre	<p>Student Service Centre (SSC) development:</p> <ul style="list-style-type: none"> - Central units incl. UAI, RO, Ancillary Services, FGSR, DoS: ~30 - ACEM (Representation from all faculties & central units): ~50 - Total ~ 80 <p>Student Groups engaged with:</p> <ul style="list-style-type: none"> - RO Student Advisory Committee (Jan 12) - Students' Council (Feb 23) - Council of Faculty Associations (TBD) 	<p>- Vice-Provost & Deans, Vice Provost & Associate Vice-Presidents, Associate Registrars, Assistant Deans, Directors, Student Services Managers & Coordinators, Specialists</p>
Research Admin	Pre-Discovery	<p>Pre-Discovery consultations sessions with representatives from COEs (such as RSO,REO, TTS, QMCR and other groups). ~9 Future sessions with URPC and the faculties will be scheduled for workbook development and engagement workshops. ~ 60 - Total ~ 70</p>	<p>Associate Dean of Research, VPRI portfolio, Research Administrative Staff and Researchers</p>