HUMAN RESOURCES INCLUSIVE EXCELLENCE ACTION PLAN 2023-2027

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Background

UVM Human Resources (HR) values all members of the UVM community and provides faculty,
staff, student employees, and retirees with the nec nTE(R)-r1 (9(pl)-1 ((, a)-1 (nd rs)1 ()1 -1 urT*(B)2 (y)-2 (e)3 (

PART 1: HR RECRUITMENT AND RETENTION GOALS

Overarching goal: Support recruitment and retention of high-performing employees from diverse backgrounds by increasing engagement and a sense of community within the UVM campus community. Ensure the University understands and responds to what motivates the current and potential workforce.

Goal	Responsible Group	Time Frame and Notes
Career Path Development Project This project supports career progression, transparency, and succession planning with clear, objective steps for advancement.	• Classification & Compensation	• Initial mapping completed by January 1, 2024. • Quarterly steering committee meetings will occur. • Efforts will be supported by HR initiatives in talent development intended to support UVM employee career progression. • Supports retention and equity efforts for the UVM workforce.

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Employee Resource Groups or Affinity Spaces for Faculty and Staff	• Equal Opportunity and Human Resources	• An evaluation of compliance and practical considerations to be complete by January 1, 2024. • Staff participating include engagement and support staff with HR and the Equal Opportunity. • Following evaluation and planning, HR will develop a proposal for review with community input and approval by HR and campus leadership.
Addressing implicit bias and other forms of bias in the workplace Intended to maintain a welcoming workspace for all and aiming to improve retention by meaningfully responding to concerns at the individual and community levels.	• Office of Equal Opportunity	

		hosted by Vector Solutions, a third-party contractor.

PART 2 –

| | | available works (e.g., TED talks, LinkedIn). |
| | | • Consider physical and programmatic accessibility in delivery of services (such as location for onboarding, open enrollment, and wellness activities; provision of materials in multiple formats; outreach about available interpreter services). |

PART 3– ACCESSIBILITY

Physical and Digital Accessibility

Goal	Responsible Group	Time Frame/Notes
Utilize HR Information Systems and Resources to increase accessibility and encourage self-services as much as possible. This allows employees to review and update their information regularly and notify HR Tc -0t 0.2255 0w0.007 432.12 130.44 0w -9.8Tc 0 T1 (te .t po)-3 1 0.48 ref364.74 500.4 0.48 0.481 re		

		workplaces and the accommodations process. • Remote and hybrid work environments will be considered.
Improve document accessibility within Human Resources	• Human Resources for potential for consultant support	• Annual web content review to occur with HRIT and Equal Opportunity staff to ensure all accessibility benchmarks are being met. • Review all processes that require use of PDFs or non-web forms to complete. • Update HR processes to make

Sustainability

Goal	Responsible Group	Time Frame/Notes
Reduce office energy use and waste	• Human Resources	• Efforts to reduce paper and other waste are ongoing, consultation and additional steps to be identified by Summer 2024. This will include review of the UVM Comprehensive Sustainability Plan. • HR Partners, the HR Info Team, and the Office of Equal Opportunity will consult with the Office of Sustainability and will review resources and consider efficiency improvements, including the continued transition away from paper documents and high printing volumes.

PART 4 - INTERNATIONAL INCLUSION AND GLOBAL EDUCATION

Goal	Responsible Group	Time Frame and Notes
Improve Translation Services for Employment-related functions	• Office of Equal Opportunity and Human Resources	• Website and communication improvements starting in 2024 and ongoing. Includes updates to Limited English Proficiency document, phone, video, and in-person translation services, accommodations for employees. • Partner with the Office of International Education and other UVM programs to coordinate access for student participants. • Market and use contracted interpretive services for documents and live interpreters.