

## 1 - Working Group Members

Name		Name		Name	
Alicia Michalak - TFS	X	Erica Wallingford - TEES	X	Maggie Freeman - TDEM	X
Amy Browder - TARLETON	X	Jan Aspelund - TAMIU	X	Patricia Williams - PVAMU	X
Cassandra Casanova - TAMUCC	X	Jessica Chapa - TAMUK		Scott Bauer - TAMU, TAMUG, TAMHSC	X
Charlotte Banks - TAMUT	X	Jody Ramirez - TAMUS	X	Tammi Thompson - TAMUC	
Claudia San Miguel - TAMIU		Joni Foster - TAMUSA		Tina Flores-Nevarez - TAMUCT	
Deeps Vyas - TAMUSA	X	Joy Bading - ALRSH, ALEXT, TVMDL	X	Warren Pitt - WTAMU	
Elvia Oliva - TTI		Lori Marrs - TEEX			

## 2 - Discussion Areas

- Performance Review Ratings – To change the current 5-category rating scale (Significantly Exceeds, Exceeds, Meets, Partially Meets, Does not Meet Expectations)
- Quarterly reviews

## 3 - Decisions

- Performance review ratings are per template. All members would have to agree to this change or create a new template. As of now, the current 5-category rating scale will remain.
- Quarterly reviews can be developed for interested members.

## 4 - Action Items

- **Splitting Manager and Employee help text:** Workday Training and Education will review text edit feedback from the working group.
- **Succession Plan Committee:** Workday Recruiting will send a request to HROs for recommendations as to who should be on the committee.

## 5 - Next Meeting

- April 13, 2023