

January 15, 2004

ICI Strategic Planning Update

In November 2001, the ICI Council began a strategic planning process to find ways to continue to make ICI a positive place to work. This process ultimately resulted in the identification of three organizational priorities:

- (1) Orientation and continuing professional development (e.g., providing opportunities for staff development, helping new staff make connections and understand ICI).
- (2) Information sharing/communication/connections (e.g., sharing information across program areas, getting to know others).
- (3) Leadership/supervision (e.g., developing supervisory skills, respecting and valuing staff in all positions, providing day-to-day staff support and recognition).

Last month's *FYI* detailed the work of the **HR Workgroup**, established to address orientation and other human-resources related issues in priority #1. The group has created an orientation checklist and an ICI resource guide, and has recently conducted two training sessions on these new tools for supervisors and any other staff involved in orienting new employees to ICI. The group plans to formally implement the use of these tools in February. The HR Workgroup will continue to work on improving orientation by finding ways to provide more regular informal and formal orientation sessions for ICI staff and students.

Two other very active committees are addressing issues identified through the strategic planning process. Several high-profile initiatives have been brought to you by the **Community-Building**

Committee, a group charged with the task of connecting ICI staff through information sharing, events, and technology (priority #2): the ICI Intranet, Orpheus (<http://ici.umn.edu/intranet>); the unofficial weekly e-newsletter *ICIspy*; the fall 2003 ICI Kickoff; the Mary McEvoy memorial fund drive; and the ICI summer picnic. The Community-Building Committee is currently working on other ways to help staff feel more connected, including encouraging better publicity of grant announcements and recipients, and reserving room 118 Pattee for a staff lunchroom during the month of January.

The **Personnel Committee** has identified the following priorities related to priority #3: develop and support implementation of policy related to Professional and Academic Leave requests; support development and implementation of procedures for reviewing applications for Senior Research Fellow and Senior Research Associate promotion; develop a support system for supervisors and a means for obtaining feedback from supervisees regarding supervisor performance (including strengths and areas of needed growth); and review criteria and provide feedback to the Community-Building Committee regarding proposed new personnel awards, and serve as the review and selection committee for those awards.

Each of these Strategic Planning Committees includes staff from different job classifications and program areas. To learn more about these committees' activities or to view committee membership rosters, visit <http://ici.umn.edu/intranet/admin.html#ici>.

Staff Update

- **Staff Arrivals.** Megan Treptow, RA, Transition; Miya Miura, RA, Research Institute on Progress Monitoring; Karen Febey, RA, Transition; Marisa Cao, RA, Adult Services; LeAnne Johnson, RA, CEED; Sara Zettervall, Office Specialist, CEED. **Staff Departures.** Ben Anderson, RA, Transition; James Snyder, RA, School-Age Services.
- On November 1, David R. Johnson assumed the role of President for the Association of University Centers on Disabilities (AUCD).
- Teri Wallace has been elected to the Owatonna School Board.
- Cammy Lehr, Sandy Christenson, Mary Sinclair, and Anastasia Hanson recently published "Moving Beyond Dropout Towards School Completion: An Integrative Review of Data-Based Interventions" in *School Psychology Review*.
- Trisha Beuhring has been appointed to the advisory committee for the June Minnesota Children's Summit, which will focus on middle childhood. The Summit is part of President Bruininks' Initiative on Children, Youth, and Families. Beuhring also presented at the CEHD Alumni Society's 2nd annual Alumni College, held Nov. 15.

Dates to Remember...

- **January 19: University Closed.**
- **January 23: Pizza Forum**, 12-1 p.m., 118 Pattee Hall.
- **February 9: Personnel Committee**, 9-10 a.m., 118 Pattee Hall.
- **February 9: ICI Council**, 10-11:30 a.m., 118 Pattee Hall.

From the Front Office

News from ICI's Administrative Staff

- **Attention ICI P&A Staff.** P&A academic vacation recording forms have a new look for 2004. Each form now shows two months rather than three and looks more like calendar. This new layout is a trial run, so your feedback is welcome. Questions and feedback should be directed to Beth at 6-8042.
- **Phone List/Mailbox Updates.** New phone and mailbox lists will be out by the end of this month. Please notify Amy at kuro0008@umn.edu if you have any changes to your phone or mailbox info.
- **New HRSS Features.** Employee Self-Service, available at <http://www.hrss.umn.edu>, will offer online statements for employee reimbursements and pay-

ments, and flexible spending account reimbursements, beginning Jan. 19.

- **ICI's Community Advisory Council.** ICI's Community Advisory Council will meet Jan. 29 from 4:30-7:30 p.m. at the Radisson Metrodome. This meeting's topic will be "The No Child Left Behind Act: Implications for Students Receiving Special Education Services." Presenters will include Sandy Thompson from the Institute's National Center on Educational Outcomes and Norena Hale from the Minnesota Department of Education. If you would like to attend, please contact Julia Socha *prior* to the meeting (4-2008 or washe004@umn.edu).

Miscellaneous

- **Reminder: Brown-Bag Talk on Child Delinquency.** "Promoting Healthy Development in Children on the Path to Becoming Multiproblem Violent Youth" is the title of the Brown Bag talk Trisha Beuhring will give on Jan. 22 at noon in 128 Burton Hall (note change in location from last month's *FYI*). The talk will review how research on early-onset delinquency is being used to identify which children in the community are most likely to follow that path, and why; discuss implications for intervention and innovative programs for child delinquents; and conclude with a review of new cost/benefit research which indicates that the most challenging children and families are the best investment.
- **Publications from the National Center for the Dissemination of Disability Research.** Visit www.ncddr.org/du/products/focus.html to read technical briefs from the National Center for the Dissemination of Disability Research on the following topics:
 - *Universal Design and Visitability*
 - *Rehabilitation Research and Training Centers and Employment Outcomes Research*
 - *Employment Outcomes*

- *NCDDR's Electronic Library and Biblioteca Electrónica: Web Portals to NIDRR Grantees' Online Resources*
- *Underachieving Students*
- *The Rehabilitation Provider's Guide to Culture of the Foreign-Born*
- *Taking Steps to Protect Research Participants*

- **Online Resources from the MN Governor's Council on Developmental Disabilities.** Visit www.mncdd.org for "fun and functional" Web resources from the Minnesota Governor's Council on Developmental Disabilities. The site includes two pages of resources: "Resources for Individuals and Families" and "Resources for Professionals and Advocates," both of which include links to online publications, slide presentations, self-directed courses, meeting minutes, and interviews.

- **Birthdays.** Amanda Blount (1/17), Elaine Lee (1/20), Andrew Johnson (1/26), Karen Febey (1/28), Susan O'Neill (1/30), Kristin Dean (1/31), Allison Shiu (2/6), Patricia Merrill (2/10), Deb Albus (2/13). Did we miss your birthday? Let us know! Call 4-6300 or email kuro0008@umn.edu.

Bits & Pieces

Information from the Institute's Web Development Team (11 Pattee, 6-8649) and Publications Office (109 Pattee, 4-4512)

- **New Publications.** The Institute has the following new publications available:
 - *Impact: Feature Issue on Achieving Secondary Education and Transition Results for Students with Disabilities*
 - *DD Data Brief: Service Use by and Needs of Adults with Functional Limitations or ID/DD in the NHIS-D: Difference by Age, Gender, and Disability*
 - *My Future, My Plan* video (Spanish version)
- **New NCEO Publications.** The Institute's National Center on Educational Outcomes (NCEO) has several new publications available in print and on the Web (www.education.umn.edu/NCEO):
 - *Improving Validity of Large-Scale Tests: Universal Design and Student Performance (Technical Report #37)*
 - *Testing Students with Disabilities Out of Level: State Prevalence and Performance Results (Out-of-Level Testing Report #9)*
 - *Reporting Out-of-Level Test Scores: Are These Students Included in Accountability Programs? (Out-of-Level Testing Report #10)*
 - *Accountability for Assessment Results in the No Child Left Behind Act: What It Means for Children with Disabilities*
 - *Washington Alternate Assessment System Technical Report on Standard Setting for the 2002 Portfolio (Synthesis Report #52)*
- **Take Me With You.** There is a surplus of the following publications in the Publications storerooms. Please keep them in mind for classes, meetings, or conferences:
 - *Developing an Inclusive School Community at the Secondary Level (series of four brochures)*
 - *Policy Research Brief: Alternative Schools and the Students They Serve: Perceptions of State Directors of Special Education*
- **FYI Deadline.** Items for the next *FYI* should be submitted to Vicki in 109 Pattee or e-mailed to gaylo001@umn.edu by Thursday, February 12.