

Approved by the Steering Committee on October 24, 2005

#### Human Resources Workgroup Charge

This workgroup will

- Identify human resource functions that are currently provided by staff in the UW Colleges and UW-Extension
- Identify the staff and other resources *available* in both institutions
- Identify the functions *needed* by both institutions
- Analyze the fit between existing capacity and human resource needs in both institutions
- Review best practices models
- Explore potential integration opportunities
- Prepare recommendations for the Steering Committee for effective human resource function that will serve the needs of UW Colleges and UW-Extension

Committee make-up: The Committee will be co-chaired by the Human Resources Directors of the two institutions. They will identify a core committee comprised of both institutions.

Timeline: The committee will be asked to complete its work by April 3, 2006 and to provide the Steering Committee with updates on its progress on December 10, 2005 and February 10, 2006.

Note: Since the scope of HR in the two institutions is not the same, the co-chairs should agree upon the scope included in this workgroup and form the membership of the group based on that decision.