

Faculty, staff organizations and networks

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| <u>ASU Alumni Association</u> | Brings together and supports Sun Devil alumni, fostering a deeper connection to the university. |
| <u>ASU Project Management Network</u> | The ASU PM Network is a club for project managers and those interested in enterprise-wide project management at ASU to communicate, connect and grow. The club's objective is to strengthen interdisciplinary relationships while streamlining and improving project management processes. |
| <u>Business Analysis Community of Practice</u> | This community empowers ASU analysts and change-makers to innovate and positively affect change across our diverse business processes. They accomplish this through networking opportunities, facilitated collaboration and training in industry best practices. |
| <u>Chicano/Latino Faculty and Staff Association</u> | Supports and advocates for Chicanos and Latinos at ASU by educating university administrators, faculty, staff and students on the policies, issues and challenges that affect the community. |
| <u>Commission on the Status of Women</u> | Identifies and advocates for needed changes in the university environment to enhance opportunities for women and underrepresented groups. |
| <u>Faculty Women of Color Caucus</u> | The group consists of faculty from all ASU campuses, working together to plan and host forums for students, staff, faculty and administrators. Events discuss vital issues, research and ideas in critical, healthy and inviting settings. |
| <u>Meeting, Event Coordinators and Associates</u> | MECA serves as the official professional staff and faculty organization to communicate necessary event resources and knowledge, facilitate opportunities, and assist self-identified event professionals at ASU. |
| <u>Staff Council</u> | Serves as a collective staff voice to university leadership. The council works to accomplish this by enhancing university communications, providing recommendations for improving the working climate and promoting professional development opportunities. |
| <u>The African and African American Faculty and Staff Association</u> | Welcomes faculty, staff, students and administrators of all backgrounds who share in our commitment to the future of ASU and the global community. |
| <u>The Organizational Excellence Community of Practice</u> | This community is open to all ASU employees involved with or interested in process improvement, organizational development, change management and project management. OECOP's collaborative learning culture includes in-person and virtual networking events, One Hour to Skill Mastery workshops, and a variety of speakers and topics. |
| <u>University Career Women</u> | UCW provides opportunities for professional and personal development, advances the status of, and improves the environment for women at ASU. |
| <u>University Senate</u> | Consists of all tenured and tenure-eligible faculty, academic professionals and full-time contract faculty—i.e., lecturers and senior lecturers, instructors, clinical faculty, research faculty and professors of practice. |

Employee resources and services

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| ASU Faculty and Staff Search | Online directory to search for faculty, staff or affiliates. |
| ASU Experience Center | The front door for all ASU services, providing the highest level of support. Whether you need technical support, ID services, financial aid information or other assistance, the Experience Center is here to help. |
| Behavior Response Team | Provides a cross-disciplinary approach to assessing potential or actual threatening employee behavior. The BRT evaluates situations and makes recommendations to minimize danger. |
| Employee Assistance Office | EAO focuses on supporting the health and well-being of the ASU workforce. They offer employees, managers, leaders and groups resources to educate, inform, assess, support, screen and refer employees to appropriate health care providers. |
| Employee Recognition | Reinforces ASU's culture, mission and goals. The program promotes and perpetuates community spirit and values. Access the Appreciation Hub for e-cards and SUN awards . |
| Enterprise Brand and Marketing Guide | Connects the ASU marketing community. Shares guidelines, best practices, training sessions, events and listservs to connect communicators and bring clarity and quality to ASU marketing. |
| Fair Labor Standards Act | Federal law administered by the Department of Labor establishes the national minimum wage, recordkeeping, overtime pay eligibility and child labor standards for public and private sector employers. |
| Family Educational Rights and Privacy Act | Become familiar with the various requirements of FERPA. You share the responsibility for protecting the privacy rights of ASU students and their records. |
| Financial Services | Serves the university community for professional financial transactions and provides accounting, financial management reporting, financial system training and treasury management services. |
| Health Insurance Portability and Accountability Act, HIPAA | The Health Insurance Portability and Accountability Act was established on August 21, 1996. HIPAA's four primary purposes include privacy of health information, security of electronic records, administrative simplification, and insurance portability. The Act provides detailed instructions for handling and protecting a patient's personal health information. |
| Knowledge Enterprise Development | Advances research, innovation, strategic partnerships, entrepreneurship and international development at ASU. |
| Mail, shipping and receiving | Assists with your mailing and shipping needs. View mail codes here . |
| New Employee Orientation | Learn about ASU and employee benefits. Your hiring manager must enroll you to attend orientation. Orientation is offered for benefits-eligible employees. Non-benefits-eligible employees are encouraged to view the self-paced option . |
| Office of Human Resources | Assists the university community in new hire processing, benefits, wellness, professional development, recruitment, manager tools, consulting and diversity, equity and inclusion. |
| Office of General Counsel | Analyzes and advises ASU personnel on the legal implications of policy and other decisions under applicable law, regulations and policies. |

Employee resources and services

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| Office of the President | Meet President Dr. Michael Crow. Learn about featured works, ideas, issues, news and resources: access office information, contacts, councils and awards. Watch the charter video and download the charter brochure . |
| Office of University Rights and Responsibilities | Reviews and investigates allegations of retaliation, for raising a concern of perceived discrimination or harassment, or for participating in a discrimination or harassment investigation. |
| Parking and Transit Services | Event, employee, public and student parking. Learn more about sustainable transit options, vendor parking, motorist assistance and other transit programs and services. |
| Police Department | The ASU PD is committed to the safety of ASU students, faculty and staff. Its main headquarters are on the Tempe campus, with substations at Downtown, Polytechnic and West campuses. The police department operates 24 hours a day, 365 days a year. |
| Staff Policies and Procedures Manual, SPP | Access policies and procedures that apply to ASU staff. |
| Strategic Implementation Office | Provides ASU essential services to successfully execute IT projects and initiatives that significantly impact students, faculty and staff throughout the university. |
| Sun Devil Card Services | Requires all students, employees and qualifying university affiliates to obtain an official ASU ID card. |
| Sustainability | Information on ASU's sustainability goals, vision and resources. |
| Title IX Compliance | Title IX of the Education Amendments of 1972, as amended, protects individuals from discrimination based on sex in any educational program or activity operated by federal financial assistance recipients. |
| The Organizational Performance Office | Works within Business and Finance to create a structured approach to improve the ASU community's operations and services. The office uses Lean Six Sigma, operations management and customer service management to enhance interdepartmental workflows. |
| University Office of Evaluation and Educational Effectiveness | Promotes educational excellence by providing expert programs, resources and services in evaluation, measurement, testing and social science research for the university and its constituents. |
| University Technology Office | Campus IT resources, tools and training. |
| Workplace Accommodations | Assists with resources for qualified employees, students and the general public to facilitate reasonable accommodations and support. |
| Your paycheck | Information about ASU paycheck and pay stub documents. |

Job-specific training and tools

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| Accounting support | The Business Center accounting team is your partner in processing financial transactions within Workday. |
| Career EDGE | Access to job-related training and ongoing professional development opportunities by ASU and LinkedIn Learning. |
| Environmental Health and Safety | Training Determination Tool that will assist with determining additional training regarding your role—e.g., lab safety, office safety and radiation. |
| Facilities Management | Request for service in custodial, maintenance, moving, key and lock services and more. |
| Financial Services forms | Access the forms you need for business operations—e.g., cash receipting, reimbursements, business meals and related expenses. |
| Integrated Systems for ASU Access Control, ISAAC | For door and card access, cameras, duress or intrusion alarms for physical building security, and POS or ATM services. |
| Insurance and Risk Management | Information on protecting ASU's interests and assets. |
| My ASU TRIP | It is an end-to-end travel system for ASU faculty, staff and students to create trip requests, book travel and submit expense reports. |
| New Employee Orientation | Learn about ASU and employee benefits. Your hiring manager must enroll you to attend orientation. Orientation is offered for benefits-eligible employees. Non-benefits-eligible employees are encouraged to view the self-paced option . |
| PeopleSoft | PeopleSoft is a human resource management system, financial management solutions and customer relationships management database. Access PeopleSoft through the MyASU menu. Connect with your direct supervisor first to determine if access is needed. |
| Purchasing Card | A corporate liability card used as a credit card. It is the preferred method for purchasing low-dollar goods and services that serve a public purpose. View the user guide and enroll in training. |
| SunRISE | Web-based application for ordering ASU supplies and equipment. |
| Workday | A single-platform financial management system that consolidates the purchasing, planning and budgeting process. Connect with your direct supervisor first to determine if access is needed. |

What additional resources and connections would you like to see on this worksheet?
Please send your recommendations to LWD@asu.edu.