



Alaska Commission on Postsecondary Education

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MEMORANDUM

Date: October 5, 2015
To: Members, Alaska Commission on Postsecondary Education
Thru: Diane Barrans, Executive Director
From: Worth Barthel, Human Resource Officer
Re: Human Resources/Administrative Services Report

Significant work effort has been dedicated to a successful implementation of IRIS, the new State of Alaska accounting system and our first foray into an electronic procurement system. As to be expected, we have encountered issues and had to develop alternatives to processes previously understood as functionality that would be supported in IRIS. Procurement Officer Sams continues to assist staff with learning and operating on the new system and seeking ways for the system to be an effective and efficient procurement tool.

Succession planning activities have continued and a 9-box, the tool referenced in my previous report, has been created for all positions identified for succession planning. Around the time of the October Commission meeting I plan on launching the final stage of this process, creating training and development plans for all staff identified for possible succession into higher level positions.

Lean implementation has continued at a brisk pace and I have had the opportunity to be part of a team tasked with developing and delivering training on this continuous improvement process. Our first deliverable was a Lean introductory training delivered to managers and staff in August. Over the last several weeks we developed and delivered training to supervisory staff on managing in a Lean environment in preparation for all-staff training in early October. To minimize related costs, this all-staff training is being delivered in Anchorage and Juneau separately which saves on travel costs without sacrificing quality. We are excited this training will launch a tool known as an "A-3" which all staff and managers will use to identify workplace issues small to large that, if modified, could result in greater efficiencies. The tool also allows for systemic review and implementation of identified improvements.

Looking forward, it is with very mixed feelings I must inform you I have tendered my resignation as ACPE's HR Officer. Positive life events have taken me in an unanticipated direction (literally and geographically) which have culminated in plans to relocate. Later this year I will be moving to Hong Kong where I will be employed as a labor relations manager with Cathay Pacific Airlines. We have already commenced recruitment activities to fill my position and judging by the number of human resource professionals who are contacting me, I have full faith the Commission will attract a very suitable successor. The current time horizon for my

departure should also allow me suitable time to train my successor which should further assist in a seamless transition.

I have always concluded my report by expressing the pleasure it has been to serve Executive Director Barrans and the Commission. This has been true since I joined the Commission in July of 2010 and has never ceased. Working alongside Commission staff has been a highlight of my professional career and I do not think I will have the opportunity to work in an organization whose mission I believe in more. I wish the Commission nothing but continued success and thank you for the opportunity to serve.