# FAS Human Resources...at a Glance

## Mission

To attract, develop and engage a diverse, talented staff committed to excellence and mutual respect, and to create a collaborative and inclusive work environment that contributes to the well-being of the FAS community and supports the FAS teaching and research mission.

## Goals 2018 - 2019

- Be mindful of **inappropriate and uncivil behavior** within the FAS staff community and take proactive steps to more fully understand these issues and to bring them forward in the appropriate way.
- Help clients **avoid making decisions or taking actions that would create risk or impede progress** (unwise hires, grievances and complaints, disruption) and assess outcomes with specific measures.
- Support the **career development and diversity, inclusion and belonging of all FAS staff** through creative and relevant programming, by encouraging FAS staff to own their own career, and through the recruiting and hiring process.
- Pursue **operational excellence** through strong and responsive customer service and by providing high quality HR programs, services, guidance and support.
- Work closely with **FAS Athletics** to (i) develop and implement sustainable and equitable coach compensation programs, (ii) increase manager skills through training and (iii) create a culture of inclusion and belonging through sound recruiting and hiring practices.
- **Partner effectively with HHR** on Harvard-wide initiatives such as Job Framework, MEPA, HUCTW matters, Position Tracking and Reporting, and Rethinking Performance Management and Contingent Workforce.

## Strategic Priorities 2018 - 2019

- Cultivate a Strong and Inclusive FAS Community
- Strengthen the Management Culture in FAS
- Identify and Develop FAS Talent and Leadership
- Strengthen Organizational Compliance to Reduce Risk in FAS

## Values

**Make FAS Better:** Small efforts can have a big impact. We all contribute to making FAS a better place to work, teach and learn.

**Do the Right Thing:** We are committed to finding a balance between what’s in the best interests of the individual and the organization, even when it’s hard to do.

**Be a Partner:** HR works best when we partner with each other, our FAS colleagues, and other parts of Harvard.

**Keep it Real:** While caring and respectful, we also have the courage to be direct and authentic in how we communicate and interact with our clients and with each other.

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Please visit: [www.hr.fas.harvard.edu](http://www.hr.fas.harvard.edu) for complete and up-to-date resources, tools, and information.

This information is current as of August 27, 2018
**FAS Human Resources...at a Glance**

**HR Contacts**

- **Career Development:**
  - CWD Leadership Development: Kathy Santoro
  - FAS Staff Mentoring: Audrey Harmon
  - FAS CareerPlus: Angela Lifsey

- **Compensation/Impact Awards:**
  - Mark Seibring, Diane Cox
  - Andrea Kelton-Harris, Etaine Smith, Chris Keller

- **FAS HR Website:** Dominique Bocanegra

- **Getting Started at FAS:** Andrea Kelton-Harris, Bob Bellantuoni

- **HRIS Analytics:** Mark Seibring

- **International Appointments:** Bob Bellantuoni

- **Leaves of Absence/Work-Life Resources:**
  - Chrerie Green

- **Minors Policy:** Ann Marie Acker

- **Orientation and Review Period:** Bob Bellantuoni

- **Performance Management:**
  - Audrey Harmon, Mark Seibring

- **Professional Conduct Faculty/Staff Liaison:** Moriah Silver

- **Recruitment Services:**
  - Angela Lifsey

- **Recovery Services:**
  - Chung, Diversity Recruiting: Chris Keller

- **Rewards and Recognition:**
  - Audrey Harmon

- **Title IX Liaisons:** Sandy Stergiou (FAS Staff) and Moriah Silver (Staff and Faculty)

*Please visit www.hr.fas.harvard.edu/people for a complete list of FAS departments/centers and their consultants*