



Fall 2023 Newsletter



Hello PacWest SFS colleagues and corporate partners!

I hope your summer has been filled with sun, fun and lasting memories!

First, I'd like to say "Thank you" to all of you who attended the 2023 conference. I was extremely happy to read the feedback that an overwhelming majority of attendees enjoyed the conference and felt that it was time well spent. This wouldn't have been possible without you – our members - and a dynamic steering committee committed to ensuring that our first post-Covid "in-person" conference was a success.

Next, I am pleased to announce that the 2024 conference will be held from May 15-17, 2024 at the Renaissance Palms Springs Hotel in Palm Springs, CA. In the coming months, the committee will be developing an agenda that provides relevant topics in higher ed at both the federal and state level, engaging speakers and additional networking opportunities for both schools and partners.

Lastly, if you are interested in presenting at the 2024 conference or are willing to participate as a member of a panel, feel free to email us at info@pacwest.org and we will reach out to you as we build the conference agenda.

I hope you have a great Fall 2023 term!

Best,
April Ewing-Miles
President
PacWest SFS



We are excited to announce that our in-person conference will be May 15 through 17, 2024, at the Renaissance Palm Springs Hotel in beautiful Palm Springs, California. Click [here](#) for information about the hotel. The PacWest Steering Committee will be working on the theme as well as sessions in the coming months. Stay tuned for future updates!

We look forward to seeing you in Palm Springs!

Meet the PacWest Steering Committee

We work for you to provide resources, support, and experiences that continue our connection.

[See who we are >>](#)



Job Openings

Go here for current job openings for our PacWest members: [here](#)

Stories From Our Members

We survived! After weeks that quickly turned into years we're finally living in a post pandemic world. For many of our campuses this event was a catalyst into new technology and practices. Now that employees have returned to the office we find ourselves re-evaluating our processes for efficiency as well as filling vacancies.

The immediate reaction to vacancies is to fill them, but if you take a step back to evaluate the needs of your team you may find that your team has evolved during the pandemic as well. After a year of evaluation, we noted that one of our teams consistently lacked projects and day to day work, this resulted in the creation of a team half its original size with a focus on efficiency. We also evaluated duties and classifications to make sure they represented the work currently being done. The result was several updated position descriptions and schedules.

In addition, we also noted new needs, such as the need for a software specialist within our team, future contingency plans for retiring/turnover employees, the need for cross training, and the updating and implementation of forms. Assessing our needs allowed us to create a new onboarding manual with expectations, FAQ's, access requirements, and helpful links. Forms were implemented, updated, or retired. We created efficiencies through Adobe workflows and DocuSign. Contingency plans evolved to include training manuals and shared files.

We've created a culture of change and although it's a difficult road it has allowed us the ability to explore new projects. We have experimented with hybrid schedules, hours of operation, new software, and new staff positions.

We look forward to the years ahead!

A special thank you to all of our corporate partners!

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