PVAMU Prepares to Launch New Compliance Initiatives

The only thing constant is change, and change is on the horizon for PVAMU’s University Compliance Office.

With the implementation of the System Ethics and Compliance Program in May 2012, the University Compliance Office is now poised to launch compliance initiatives that will aide in improving the University’s overall business processes. These initiatives will also help ensure the University is in compliance with laws, rules and regulations.

One of the proposed compliance initiatives is the introduction of an annual compliance week. Departments will have an opportunity to showcase and educate the campus population about the department’s function as well as address general compliance topics related to their daily operations. Compliance week will also feature games and giveaways designed to show that achieving campus compliance is not only necessary, but it can also be fun!

Another proposed compliance initiative is the development of departmental self-assessments and other tools that will assist departments with monitoring the effectiveness of their business processes and identify potential internal control weaknesses.

As the University embarks on bolstering the campus’s culture of compliance, please feel free to contact the University Compliance Office at x2150 with any questions or concerns.

Are You Talking to Me? Identifying and Eliminating Organizational Silos

There are multiple departments across the PVAMU campus, and each serves a specific business purpose or function to the University. The employees who work in each department are the subject matter experts in their respective areas. As a result, there may be a collective tendency over time to isolate from the organization. Individuals within the department may grow to feel their expertise, information within the department, or systems used by the department. When multiple departments begin functioning as islands and stop communicating with one another and/or stop sharing information that (story continued on page 3)
Policy Spotlight: System Policy 15.02 Export Controls

The purpose of System Policy 15.02 Export Controls is to highlight the rules and regulations related to the export of certain items, technologies and services. These rules and regulations come into play anytime the University or a University representative interacts with a foreign person or entity (i.e. through research grants, traveling abroad, etc.). Per the policy, “System members, employees, and students must comply with all United States export control laws and regulations....” It is imperative to know the rules and regulations related to export controls if you or anyone in your department engages in any type of international relations activities. Failure to comply with export control rules and regulations could result in organizational fines up to $1 million and/or individual fines up to $250,000, loss of federal grant funding and possibly up to 10 years in prison (continued on page 5).

Wanted: Your Story Ideas and FAQs

Is there a compliance-related question that you would like answered? Maybe there’s a topic you would like to see addressed. The University Compliance Office wants to hear from your department! Brainstorm with your fellow co-workers and submit a list of questions or topic ideas via email to Alexia Taylor at altaylor@pvamu.edu. The answer to your question or suggested topic will appear in a future issue of the newsletter!
Organizational Silos (continued from page 1)

may impact other areas, organizational silos are born. By definition, organizational silos are “dysfunctional units or departments within an enterprise characterized by their tendency to protect themselves, hold and maintain duplicates of data and services that are available centrally, communicate more within [the department] than [with the] outside, and to place their own parochial goals ahead of the larger goals of the enterprise itself.” In other words, organizational silos occur when departments segment themselves and fail to share organizational data or information with departments that may have a joint interest. John Kotter, contributing author of the article Breaking Down Silos from Forbes.com wrote, “...silo organization[s] cannot act quickly on opportunities that arise in a fast- (story continued on page 4)
Organizational Silos (continued from page 3)

paced business landscape, nor is it able to make productive decisions about how to change in order to seize these opportunities.

Organizational silos only occur in corporate America, right? Wrong. Ask yourself the following questions:

- Have new projects, policies or procedures that impact your departmental operations ever been implemented without your knowledge or feedback?
- If you’re a department head or in a supervisory role, have you gone days, weeks or even months without communicating with other campus administrators, managers or supervisors?
- Are there instances in which business processes specific to a certain department on campus are duplicated by multiple departments?

If you answered “yes” to any of these questions, there’s a good chance you’ve encountered an organizational silo on campus.

How do we knock down the organizational silos and put on a united front in meeting the University’s mission? Kotter’s article suggested the following:

- **Bring the outside in:** Encourage departments to share data, when appropriate, so others can be knowledgeable of current projects and provide feedback or assistance if necessary;
- **Focus on opportunity, not crisis:** Help management in the siloed department understand they have an opportunity to improve overall business processes and efficiency by helping to eliminate barriers between management levels and departments; and
- **Create a ‘guiding coalition’ that breaks down the barriers:** Create a team of people who are committed to changing the way the organization operates. The team should be encouraged to communicate outside of organized meetings and filter messages about the group’s activities to others in respective offices and departments.

In order for the University to achieve its mission, it is critical that all departments on campus actively communicate with one another so that “the right hand knows what the left hand is doing.” Open communication and knowledge sharing will help ensure University business processes are conducted in compliance with laws, rules and regulations.

More information about organizational silos, including John Kotter’s original article Breaking Down Silos, can be viewed [here](#).
Export Controls (continued from page 2)

TAMUS offers several online export controls trainings through TrainTraq: Export Controls & Embargo Training (Course #2111212); Export Controls - Technology Control Plans (Course #2111873) and TEEX Export Management and Compliance Program: A Program Overview (Course #2111207). If you or your department are interested in attending a future campus training on export controls regulations presented by TAMUS, please submit your name and department to Alexia Taylor at altaylor@pvamu.edu.

How are your workplace communication skills? Find out with this fun quiz!

Workplace Communication

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