There are people in your area with whom your new SLT member needs to meet as early as possible in order to feel better connected and succeed in his/her new role. Let your onboarding coordinator know with whom introductory meetings should be organized during the first couple weeks.

**Suggested meetings:**

* with you to review and clarify specific goals, objectives, expectations, etc.
* with the University Secretariat to better understand the Governance process
* with the VPFS to better understand expectations around the budget process
* with the General Counsel to discuss where Legal might be of assistance
* if new SLT is a Dean, an introductory meeting with a Dean of a similar size faculty; Associate Deans in the faculty; Vice-Provosts (Student Experience, International, Teaching and Learning); the Director of Faculty Relations to understand the unionized environment; the Director of Academic Operations for an overview of the Academic Processes
* the HR Benefits and Pension Advisor to review benefits
* Cardholder and Travel Services to deliver and provide training on University Credit Cards
* the HR Partner, Finance Partner, and IT Partner
* IT Service Agent for system setup; to map printer, download VPN software, show how to use SECURID, check that Outlook works properly
* UService Service Agent to provide desk side training in submitting relocation expenses, approving timesheets, reviewing worklists, etc.

The onboarding coordinator will also provide the new SLT hire with a contact list of all SLT members.