



Student Employee of the Year 2024 Nomination Letter

February 3, 2024

Nominator

Alison Young

Nominee

Adrianne Barton

Integrity & Compliance Office

Grad Asst - Legal, Media, Arts

Communication

Adri is a key contributor in the Integrity and Compliance Office (ICO) staff meetings. She consistently articulates ideas and presents information during these team meetings that are not only useful but insightful as well. Adri is a master at asking thoughtful questions which clearly show she has taken the time to think about potential solutions for the agenda items being discussed before coming to the meeting.

In addition, Adri recently took on the supervisory responsibility to be the team lead for the law clerks who work for our office. In this capacity, she oversees the workload for both our JD students and undergraduate law clerks. Adri demonstrates the maturity of a well-seasoned professional as evidenced by the respectful tone and clear suggestions she provides to her teammates about their work. She helps them learn how to articulate the nuances of case law while writing clear, easily understood memos. It can sometimes be challenging to manage a team of students, but Adri uses positive reinforcement to help her fellow students willingly share their ideas and ask her questions because of the safe, welcoming environment she has created for them.

In December 2023, the ICO conscientiously decided to expand the experiential learning opportunities for our students. We wanted to give them the opportunity to present at national and international conferences. The first conference we found that closely matched the mission of BYU and the ICO vision had a submission deadline right after fall semester finals which gave us a short window to prepare a presentation proposal. Adri took the lead to create a document that identified each required section for the submission and then showed great initiative by setting up times the student team could meet together to brainstorm ideas. Our primary objective was to submit a proposal that enabled the students to be the main presenters. Adri provided encouragement and direction as the proposal was fine-tuned, and she was instrumental in helping the office submit the proposal on time (which got accepted!).



Digital Technology

When the Integrity and Compliance Office (ICO) decided to utilize Trello boards to manage our communications and legal writing projects, Adri readily admitted that although she hadn't used Trello before, she was willing to learn. Not only did she fully embrace the change, Adri became an expert on Trello!

As a student supervisor for two JD law clerks and two undergraduate law clerks, Adri enthusiastically discovered the platform's features. When the free template we found online didn't have all the features Adri felt the team needed to do their work effectively, she rearranged the board. Then, she created new columns to help the work flow better. Staff and students alike can now easily see the status of every project and what their next assignment is—but Adri didn't stop there!

When Adri identified a bottleneck in the process, she asked for feedback from members of the team and redefined the boards again to alleviate the problem. She even regularly asks the students for their insights on how she can give better feedback and masterfully finds ways to motivate and inspire them to get their work done on time. Our office is more efficient than ever on memo writing and legal research thanks to Adri!

Problem Solving

The Integrity and Compliance Office (ICO) was recently tasked with coming up with a logo and a tagline for a new training series for the students in our department, Office of the General Counsel, and Risk Management and Safety. Though the series was to be a monthly on-the-clock training opportunity for our students, we didn't want the incentive of being paid to be the only reason students come. We knew we needed a clever title for the training and a memorable tagline to spark interest in the series.

On her own initiative, Adri organized the student employees into a productive, engaging, and fun brainstorming session. My office is located right next to the student employee workstations, and amongst gales of laughter, you could hear the creative juices flowing! Despite the pending deadline, Adri took the time to draw out the innovative ideas of her co-workers with only a whiteboard and a few worn out dry erase markers to help her. The key to the success of the brainstorming session was Adri's wonderful attitude. She brought out the best of the student team and was able to assimilate their multifaceted ideas into a framework that she later presented to our graphic designer, who readily caught the team's vision and created a clever advertising campaign for this training series. These trainings have now been in session for over three months, and the title and tagline have become buzz words the students from all three departments use to describe time well spent together.



Professionalism

Adri is regularly assigned to analyze case law and synthesize data to provide Sarah Brinton, the Interim Chief Integrity and Compliance Officer, with accurate and concise information to determine best practices for compliance related matters that affect campus. In turn, these analyses often serve as the basis for the policies that are painstakingly developed to protect and guide the BYU campus community.

Adri not only has to sift through dozens of policies and volumes of case law in her research, she must also use her time wisely to meet approaching deadlines. Our office has learned to rely on her uncanny ability to plan ahead as she always builds in time for her recommendations to be reviewed by more than one set of eyes before the deadline. To accomplish this, Adri must also manage the workload of the student employees she supervises effectively. As a result, Adri has become a master at using project management software to prioritize tasks and evenly distribute the workload among our student employees, all while maintaining a high standard of quality for the end product.

In addition, Adri consistently presents herself in a polished and professional manner. She adheres to the Integrity and Compliance Office's (ICO's) business dress code. Her neat and professional appearance positively reflect on BYU and the outreach efforts of the ICO. At our compliance coordinator training meetings, for example, Adri speaks enthusiastically to invited students, faculty, and staff about compliance related issues, helping them to see why integrity is the first name of our office.

Adri's welcoming demeanor personifies the ICO's mission to "help the campus community follow statutory obligations, regulatory requirements, and university policies." Her infectious enthusiasm and sense of humor are evident as she speaks to campus members about important policies and teaches BYU students about the compliance hotline—all while simultaneously spinning cotton candy. It is a sight to behold!

Adri does all of this with confidence and poise. She is not afraid to approach others, and we are very proud to be the office she works for as she reps the Y wherever our outreach events take us.

Intercultural Fluency

In Summer 2023, our office gained three international student employees. As these three students learned how to navigate the realm of higher education, they sometimes had questions about protocol or American culture. Adri listened carefully as they described their experiences. Whether their questions were within, or beyond, the scope of her own experience, she took the time to include all of our students as well as our staff in the conversation. Adri not only made sure her coworkers' concerns were addressed, she played a key role in creating a collaborative and harmonious work environment where questions are both encouraged and answered.



Intercultural Fluency Cont.

Adri also actively listens to different perspectives and demonstrates cultural sensitivity in her communication. During our in-house weekly student training sessions over the summer, each student was invited to bring a treat that held nostalgic sentiment for them. We were introduced to a variety of foods that were often new to us and to our international students. Adri relished the stories behind the food choice and enthusiastically tried each new treat. Our international students learned to like french fries dipped in a Wendy's Frost (a favorite of our student from New York) and we all fell in love with Russian chocolate (pass me the Mishka Kosolapyi please!).

Career Management

Every summer, the Integrity and Compliance Office (ICO) provides an opportunity for graduate and undergraduate students to become an intern in our office—a peek behind the compliance curtain if you will. Adri has led the charge to help 1L and 2L law students in particular to see the benefit of her experience working for the ICO and encourages them to apply. She has provided much needed insight to our interviewees while serving as a key member of our hiring committee, and she has enabled prospective student employees to catch a glimpse of the integral part integrity and compliance play in higher education.

Compliance offices (and their employees!) are often viewed as the place and the people to avoid on campus. This understandable but limiting view of the purpose of a university compliance office is regularly counteracted whenever Adri volunteers at one of our office's outreach events. We have seen her ability to clearly explain the purpose of student-centered policies to BYU students in such a way that they leave with a deeper understanding that policies are in place to both protect and empower them.

Our director, Sarah Brinton (Interim Chief Integrity and Compliance Officer), encourages our students to dream big. Following Sarah's lead, Adri has demonstrated her willingness to tackle any new project we give her. She knows that the way to get where she wants to go is to walk the road that will take her there. As a result, Adri is well prepared to start her career as a lawyer after her graduation in April 2024 because she already has a long list of skills to offer her future employer.

Adri, without question, realized early on that the way to plan for her future career was to dive right in and discover the full range of experiences a higher education compliance office has to offer. Most importantly, she willingly shares her well-earned knowledge with the BYU campus and is helping to fulfill President C. Shane Reese's charge of "Becoming BYU."



Leadership

Adri knows how to delegate! Her ability to delegate tasks based on individual team member's strengths, and in a way that accomplishes the project before the deadline, is superb. Adri consistently takes the time to cultivate a deep understanding of each of our student employee's strengths, developing skills, and interests. She distributes responsibilities equitably, taking into consideration the professional goals of her peers. Adri also adeptly organizes resources, adjusts priorities, and communicates expectations effectively. The students she supervises do not hesitate to ask questions, share ideas, and come to her with concerns.

For example, Adri was recently assigned as the project manager for a very large and in-depth research project. Knowing that the project would require multiple steps, she began to map out each stage of the project. Adri then looked carefully at the current workload of the students she supervises. In order to accurately assess their workload, Adri had to understand the depth and breadth of the projects they were already working on. In addition, she counseled with Integrity and Compliance Office (ICO) staff members to learn more about other upcoming projects, recognizing that these upcoming assignments could potentially limit the time members of the student team could spend working on this in-depth research project.

Adri is also mindful of the course load our student employees are taking each semester. She encourages them to think ahead so that, as a student team, they can take up the slack if one or more of their fellow students will need to spend more time on school assignments during certain periods of the semester. But the truly amazing thing Adri is remarkable at is making course corrections. In the event a project timeline doesn't go as planned, Adri knows how to ask for help from other members of the team. Her ability to cultivate trusting and caring relationships with those she supervises has made it possible to make these timeline corrections all while keeping the needs of every individual first and foremost in her mind. It is an absolute pleasure to watch Adri pull the team together as deadlines approach!

Teamwork

A number of colleagues who have visited the Integrity and Compliance Office (ICO) have commented that the atmosphere of teamwork in our office is palpable. Much of this can be attributed to Adri's welcoming, warm attitude and continued efforts to foster positive relationships. You can often find Adri at the office whiteboard, engaging the students in a fun poll, asking for responses to a thought-provoking question, or giving words of encouragement to help the team get through a particular challenge.

More often than not, the research work Adri is assigned is inherently multifaceted and could be interpreted in many different ways when it comes to understanding the statutes and regulations that govern higher education. Members of the student team are regularly assigned a smaller portion of a larger project which must then come together into one cohesive report. With so many inquisitive minds in our office, the students don't always come to the same conclusion about the case law they are reading and researching. The students (and staff) know that Adri will always be an excellent sounding board, someone who will listen until there's a meeting of the minds and a plan to achieve the common goal is in place. Adri makes this possible because she takes the time to explain the case law to the ICO law clerks so they learn how to efficiently navigate Westlaw resources and more fully document the memos they are working on. I know that as a non-lawyer, I have often appreciated listening to Adri's explanations to the students because I learn something new in the process!