# How can we make UM run as efficiently and productively as possible?

"Project Simplification" needs your feedback to identify ways that UM could simplify the way we work. This could be a process, a form, or a function. It could include identifying redundancies, technological solutions, or creative ideas to simplify our work.

* Please list your TOP suggestion for simplifying your work at UM below.

**Suggestion for simplification:**

Please describe what you would simplify, how you would simplify it (if you have a specific idea), and what this simplification would save in time/money/effort:

* **What is going well?**

Please describe a work process that is currently working well and could serve as a model for the future.

* **Any additional comments you would like to share:**

Please list your name and unit. Although it is not required, it will allow for follow-up with you about your suggestions if needed.