



STAFF SENATE ANNUAL REPORT 2015-2016

- **FORGED RELATIONSHIPS WITH KEY UNIVERSITY ADMINISTRATORS AND OFFICES ON GROUNDS IN ORDER TO STRENGTHEN COMMUNICATION CHANNELS AND DEVELOP AVENUES FOR STAFF INPUT**
 - Established the Staff Senate Advisory Board in 2015; membership includes representatives from EVP-COO, Provost, VP-Health Systems, UHR, Faculty Senate and Organizational Excellence. The Board met three times during the 2015-16 term.
 - Cultivated a relationship with the VP and Chief Human Resources officer; established a platform for ongoing conversations between the Senate and UHR to work collaboratively and to find ways to align Staff Senate and UHR strategic initiatives when possible.
 - Met with various offices on grounds to provide staff perspective on University initiatives, including the President's Diversity Recommendation Index, the University's cornerstone plan, UFirst, Hoo's Well's Culture of Health Assessment focus group, development of a staff guide to accompany the existing Faculty & Candidate Guide.

- **PROVIDED OPPORTUNITIES FOR STAFF SENATE TO ENGAGE WITH TOP UNIVERSITY ADMINISTRATORS ON UNIVERSITY STRATEGIC INITIATIVES AND PRIORITIES.**
 - Hosted the following administrators at our monthly meetings: EVP & Provost Tom Katsouleas, EVP & Chief Operating Officer Pat Hogan, EVP for Health Affairs Rick Shannon, Interim VP for Human Resources Bryan Garey, VP and Chief Officer for Diversity and Equity Marcus Martin.

- **FOSTERED STAFF DEVELOPMENT THROUGH LEADERSHIP OPPORTUNITIES**
 - Placed staff on the VP and Chief Human Resources Officer search committee, VP for University Advancement search committee, Provost's Charrette, and the President's Office Survey Committee.
 - Within the Staff Senate, created additional leadership roles and instituted a leadership program to allow alternates to serve as committee co-chairs and coordinators; developed Staff Senate leadership training workshops to be deployed next year, and established a training program for incoming Executive Committee.

- **ADVOCATED TO IMPROVE PROGRAM OFFERINGS FOR STAFF AND DEVELOPED RESOURCES TO HELP CLARIFY IMPORTANT POLICIES**
 - Developed a compensation document and worked with UHR to create a Compensation 101 video to enable staff to better advocate for themselves.
 - Researched education benefit programs at peer institutions and recommended that the University adopt a hybrid program that includes a defined funding amount for personal enrichment courses

and a course-credit funding model to support degree attainment. Our recommendations are being reviewed by EVP-COO Pat Hogan.

- Partnered with UHR to research parental leave policies at peer institutions and developed recommendations for enriching the policy.
- Explored opportunities to increase staff access to wellness centers to encourage a healthier community.

- **REALIGNED THE STAFF SENATE TO CREATE A MORE EFFECTIVE & ENDURING BODY**

- Collaborated with Organizational Excellence to rework the Staff Senate mission and scope, align committee purpose statements with the Senate mission, and help committees develop clear, tangible goals to guide their work.
- Developed a new member orientation that provides a comprehensive overview of the Senate and member roles so that new members can more quickly become engaged in Senate work.
- Established Staff Senate coordinator positions as an alternative to committee work to allow individual senators to manage important internal Senate projects.
- Worked with CACS to redesign website to make it easier to update, mobile-friendly and accessible on all web browsers.
- Assisted UHR in selecting a communication specialist to oversee Senate administration functions and assist with Staff Senate communication outreach for ten hours per week.

LOOKING AHEAD

- **CONTINUE TO DEVELOP RELATIONSHIPS WITH TOP UNIVERSITY ADMINISTRATORS**
 - Forge a strong relationship with new Chief Human Resources Officer
 - Collaborate with UHR on shared strategic initiatives
 - Arrange a meet and greet with President Sullivan
 - Establish closer ties to Pat Hogan

- **STRENGTHEN THE STAFF SENATE VOICE AND REACH WITHIN THE UNIVERSITY**
 - Develop marketing materials that articulate what the Senate has accomplished and why the Senate is important
 - Partner with UHR to host staff appreciation events and share Senate initiatives and accomplishments
 - Recruit and develop Staff Senate talent
 - Develop strategies to recruit top talent to the Staff Senate
 - Foster talent and develop strong leaders within the Senate to ensure Senate endures and continues to become a cornerstone of the University

- **CONTINUE TO ADVOCATE FOR STAFF AND CREATE CLEAR CHANNELS OF COMMUNICATION**
 - Improve communication with staff through new website and blog
 - Broaden the Senate work beyond UHR initiatives
 - Explore possibility of partnering with UHR to send out a staff survey to determine what is important to staff and how the Senate can best support them
 - Monitor University policies, programs and initiatives that impact staff and, when necessary, take appropriate action

- **REFINE AND CLARIFY INTERNAL STAFF SENATE PROCESSES**
 - Explore ways to ensure the Senate is sustainable for senators, alternates and the executive committee
 - Clarify election policies and develop strategies for recruiting senators and alternates