University of Idaho
Staff Council

MEETING AGENDA

Wednesday, January 13, 2016. 9:00 to 11:00 a.m. **Idaho Commons Crest**
Off-Site Connection: Lync access available via emailed invitation

I. Call to Order…………………………………………………………………………………………Fizzell

II. Staff of the month…………………………………………………………………………………..Howard

III. <u>Guest Presentation</u>…………………………Anna Thompson, Assistant to the Faculty Secretary

IV. Roll Call; Quorum Determination………………………………………………………….Cornwall

V. Approval of Minutes……………………………………………………………………………Fizzell

VI. Executive Committee Reports

    a. Off-Campus…………………………………………………………………………Sowers
    b. Communications……………………………………………………………………Rumford
    c. Treasurer………………………………………………………………………….Todish
    d. Secretary…………………………………………………………………………Cornwall
    e. Technology………………………………………………………………………Kearney
    f. Vice Chair…………………………………………………………………………Miller
    g. Chair………………………………………………………………………………Fizzell

VII. Advisory/Other Reports

    a. Faculty Senators…………………………………………………………Mahoney/Brewick
    b. Finance & Administration………………………………………………………Foisy
    c. Human Resources……………………………………………………………Walters
    d. Professional Development & Learning…………………………………………….Keim

VIII. Subcommittee/UI Committee Reports

    a. Policy……………………………………………………………………………Miller
    b. Staff Awards……………………………………………………………………Howard
    c. <u>Strategic Plan Goal 2</u>: Staff empowerment update……………………………Sixtos
    d. <u>Strategic Plan Goal 3</u>: Advocate for investments in people update…………..Smith/Kearney

IX. Old Business

X. New Business

    a. FY2018 Budget request………………………………………………………….Fizzell

XI. Good of the Order

    a. Safety updates……………………………………………………………………Baker
    b. Off-campus inclusion and engagement……………………………………………Fizzell

XII. Adjournment

Funding Request Form

University *of* Idaho

Request Title — Building the Team through Investments in Staff Awards and Recognition

Primary Requester/Unit: Staff Council   **Request Date** 1/7/16

Unit Administrator Approval (Dean/VP)

FUNDING REQUEST DESCRIPTION - Describe the initiative and the goals behind this funding request. (1000 characters or less)

TOTAL FUNDING REQUESTED: $ 66,000

The UI Staff Council requests funding to augment current efforts to improve the work environment and experience for our staff members. Our goal is to increase staff morale and retention. We propose to achieve this goal, in part, by augmenting current staff awards and recognition efforts. This will include increasing the amount given for individual staff awards from $500 to $1,000, enhancing the quality of the annual awards ceremony by offering a formal luncheon, enhancing current staff recognition efforts like the Vandal Appreciation Fair and Staff of the Month, and adding a quarterly reception where staff will have the opportunity to network and learn from UI administrators.

BUDGET RECAP	YEAR 1 AMOUNT	YEAR 2 AMOUNT	YEAR 3 AMOUNT	3 YEAR TOTAL
PERSONNEL	$ -	$ -	$ -	$ -
TEMPORARY HELP	-	-	-	-
FRINGE BENEFITS	-	-	-	-
TRAVEL	-	-	-	-
OPERATING EXPENSES	22,000	22,000	22,000	66,000
EQUIPMENT	-	-	-	-
OTHER (DESCRIBE)	-	-	-	-
REQUEST BUDGET TOTAL	$ 22,000	$ 22,000	$ 22,000	$ 66,000

SUPPLEMENTAL FUNDING: Will you be reallocating Unit funding towards this initiative as well? If so please indicate the amounts by year:

UNIT FUNDING:	$ -	$ -	$ -	$ -

FUNDING REQUEST TYPE - What is this request for?

	Project	Are there any ongoing costs as a result of this project? YES ☐ NO ☐
	New service or program - ongoing/permanent	
	New service or program - fixed length	Specify length: _____
X	Increased support for existing service or program - ongoing/permanent	
	Increased support for existing service or program - fixed length	Specify length: _____
	Other	Describe

RATIONALE - Why is this initiative being pursued? (1000 characters or less)

It is no secret that staff morale and retention have suffered in recent years. Low compensation when compared to our peers, the recent classification system overhaul, and regular changes in leadership have all contributed to our current situation. The evidence is clear that organizations with effective employee recognition programs experience less voluntary turnover, higher engagement, better performance and organizational success. According to Gallup (2001), the number-one reason Americans leave their jobs is that they do not feel appreciated. Organizations with effective recognition programs have 31% lower voluntary turnover (Bersin by Deloitte, The State of Employee Recognition, 2012). Finally, organizations with strategic recognition programs in place exhibit 28.6% lower [employee] frustration levels (SHRM/Globoforce Employee Recognition Survey, 2012). We realize that staff awards and recognition is not a panacea, but it clearly plays an important role in institutional excellence.

ALIGNMENT WITH ONE OR MORE OF THE PRESIDENT'S GOALS (Transformative Education, Ideas that Matter and/or Building the Team) (500 characters or less)

Our proposal is perfectly aligned with President Staben's goal of *Building the Team – Investing in Our People*. He shares our understanding that when you invest in your employees, you are investing in institutional success. Organizations with the most sophisticated recognition programs are more likely to have strong business outcomes. Our ultimate goal is for the University of Idaho to thrive. Our proposal aims to *Build the Team* that will make this happen.

RISK - What are the risks associated with this initiative, if it receives funding from this request? (500 characters or less)

We foresee no risk if the proposal is funded, especially given the realtively modest annual investment being requested.

RISK - What are the risks if this request is not funded? (250 characters or less)

Staff morale and retention remain low or get worse. This erodes the foundation of the university on which strong academic programs and student focused programs are delivered.

SUSTAINABILITY/LONG TERM PLAN - Address any long term funding plans for this initiative. Is this initiative expected to produce a return on investment? If so, how long will it take before a return is realized? How will this initiative be sustained if it continues to grow and improve? What is the plan if the initiative is unsuccessful? (1000 characters or less)

This proposal will require continued investment of state dollars to be successful in the short term. The return on investment will be realized in lower staff turnover, ultimately saving the institution dollars on recruitment and training new employees leading to increased staff productivity. Increased staff productivity will augment the institution's ability to increase student enrollment leading to long-term financial sustainability. With increased financial autonomy, further investments in people can be made without reliance on state dollars further ensuring institutional success in meeting its goals to the benefit of Idaho and its people.

OUTCOMES ASSESSMENT - Provide sample metric(s) or quality measurement(s) that will indicate that the funding received successfully accomplished the goals of the initiative. (500 characters or less)

Sample metrics include assessing staff morale through climate surveys and regular tracking of staff retention statistics. Staff surveys and exit interviews can help ascertain perceptions of staff recognition and awards efforts.