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. Guest Presentation…………………………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. Strategic Plan Goal 2: Staff empowerment update........................................Sixtos
   d. Strategic Plan Goal 3: 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
Building the Team through Investments in Staff Awards and Recognition

**Funding Request Form**

<table>
<thead>
<tr>
<th>Request Title</th>
<th>Building the Team through Investments in Staff Awards and Recognition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Primary Requester/Unit:</td>
<td>Staff Council</td>
</tr>
<tr>
<td>Unit Administrator Approval</td>
<td>Request Date</td>
</tr>
</tbody>
</table>

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

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**

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Year 1 Amount</th>
<th>Year 2 Amount</th>
<th>Year 3 Amount</th>
<th>3 Year Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>TEMPORARY HELP</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>FRINGE BENEFITS</td>
<td>-</td>
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<tr>
<td>TRAVEL</td>
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<tr>
<td>OPERATING EXPENSES</td>
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<td>22,000</td>
<td>66,000</td>
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<tr>
<td>EQUIPMENT</td>
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<td>-</td>
</tr>
<tr>
<td>OTHER (DESCRIBE)</td>
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<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>REQUEST BUDGET TOTAL</td>
<td>$22,000</td>
<td>$22,000</td>
<td>$22,000</td>
<td>$66,000</td>
</tr>
</tbody>
</table>

**TOTAL FUNDING REQUESTED:** $66,000

**RATIONAL** - 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.

**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.