# RECWELL: ELEVATION #5
## WORKPLACE CULTURE PLAN

<table>
<thead>
<tr>
<th>Subject</th>
<th>Culture Waypoints:</th>
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<tbody>
<tr>
<td>Create a positive environment where everyone feels acknowledged and valued.</td>
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### Chair & Members
- Rusty Vineyard (Chair)
- Brian Mahoney
- Butch Fealy
- Trevor Fulton
- Emily Tuschhoff

<table>
<thead>
<tr>
<th>Topic</th>
<th>Timing</th>
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<tbody>
<tr>
<td><strong>Fall</strong></td>
<td><strong>Timing</strong></td>
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</table>
| First meeting: 9/30/19 | • Team members will work with their staff and follow up at next meeting on 10/14.  
| • We were brainstorming ideas for next meeting on 10/14. |
| Fall | • Team members will work with their staff and follow up at next meeting on 10/14.  
| • We were brainstorming ideas for next meeting on 10/14. |
| • Transparency – what is this and how much do staff members want to know.  
• Communication Plan – developing a strategy to engage our staff and keeping folks in the know. |
| **Winter** | **Timing** |
| Meeting: 10/15 | • First newsletter schedule to go out in November  
• Birthday’s beginning in February will begin celebrating all birthday’s in a given month in one celebration vs. individual celebrations. |
| • Communication Plan notes Weekly, Monthly, every two-weeks. Social media.  
• Creating a newsletter  
• Communication Plan strategies  
• Transparency  
• Birthday’s |
| Meeting: 10/28 | • BeWell membership - - introduced as an initiative to increase wellbeing amongst Student Affairs professionals. November roll-out  
• Coffee break – next scheduled February 24th |
| • Elevating morale thru appreciation  
• Coffee breaks – informal social gatherings |
| Meeting: 12/2 | • As a leadership group, we read the 5 Languages of Appreciation in the Workplace. All submitted their preferred appreciation by taking the MBA inventory.  
• Talked about focusing on development through performance evaluations. This spring, during Performance Evaluation submission. |
| • Appreciation Languages  
• People development |
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<tr>
<td>Meeting: 1/23</td>
<td>Next meeting, February 25th at 4 pm</td>
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<td>- Developing a “people process.”</td>
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<td>- MBA “Appreciation Inventory” follow up</td>
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**Spring**

**Summer**

**NOTES:**
**Additional Waypoints:**
- Cultivate strong customer relationships.
- Open and honest communication while staying true to our core values.
- Create a culture of wellbeing in the workplace.
- Create a sense of ownership.
- Foster opportunities to give back to our U of I and Moscow community.