

UNCG | Staff Senate
Strategic Plan 2024-2027

UNCG Staff Senate Mission & Vision

MISSION

Whereas staff perform work critical to the accomplishment of the academic mission, the functioning of business operations, and the success of students, the Staff Senate's mission is to:

1. Provide for the central involvement of staff in the university community.
2. Act on matters of collective interest and concern by advising university leaders regarding policies, procedures, and processes that affect staff.
3. Participate in university governance by recommending to the Chancellor staff representatives to serve on university committees and advisory or governing bodies as appropriate.
4. Improve communication, collaboration, and collegiality among staff and between staff and faculty across the university.
5. Encourage, support, and advocate for the professional and personal development of staff.

VISION

As the collective representative of the UNCG staff, the Staff Senate will strive tirelessly, relentlessly to create a university where everyone can find and enjoy fulfilling, meaningful, and rewarding work. In pursuit of this goal, we seek to enrich the lives of all members of our university community; to champion a university-wide culture of mutual respect, inclusiveness, and collegiality; and to advocate for the essential role of staff in leadership and shared governance at UNCG.

Last revised 2021

Our Goals & Values

The Staff Senate's goals align to cultivate trust, enrich relationships throughout campus, and foster a creative culture for the UNC Greensboro community to bring forth effective change. Three areas have been identified.

1. Increase information, knowledge sharing, and resources through effective **communication**.
2. **Collaborate** with administration, organizations, ad hoc, and special interest groups to strengthen relationships and move UNCG forward.
3. Identify how to effectively receive feedback from staff regularly to better understand **campus and staff climate**. Ensure a mechanism is in place to both receive feedback from staff and return updates to staff.

DRAFT

1 COMMUNICATION

1. Increase internal and external outreach to staff.

- a. Identify additional campus events to participate in, including – but not limited to - the new staff orientation offered at the campus level.
- b. As needed, encourage collaboration among organizations, ad hoc, special interest groups, and administration.
- c. Evaluate possible promotional materials or handouts to disseminate at events e.g., one-pager about Staff Senate for new staff.
- d. Increase knowledge of service opportunities and aspects of internal and external collaboration for senators, etc., that should be staff-focused and supporting the UNCG Community.
- e. Increase staff visibility through retaining effective outreach mechanisms, including recognition awards, scholarship awards, staff appreciation day, and other events or opportunities.
- f. Increase outreach to our satellite campus staff.

2. Proliferate identity of being a source of information for staff.

- a. Create a staff-focused FAQ webpage on the Staff Senate website, ensuring that the website is a hub for clear and accurate communication.
- b. Streamline process for staff to contact senators, including questions, communicating constituents' concerns, and participation in meetings across campus.
- c. Increase proactivity in keeping staff informed of state legislation, system, and local policy, etc.

3. Create and maintain an onboarding process for new and returning senators.

- a. Ensure senators understand their role and the expectations of their acceptance to be a part of Staff Senate.
- b. Offer events and/or resources to welcome new and returning senators.
- c. Provide Staff Senate swag, as available.
- d. Explain what the UNC System Staff Assembly is and how senators can engage with it.
- e. Encourage senators to invite interested staff and/or prospective senators to meetings.

- f. Encourage potential members to attend at least one Staff Senate meeting before running for a term.
 - g. Develop and maintain a senator mentor program for newly elected members.
- 4. Create and maintain a welcoming strategy for newly hired staff.**
- a. Partner with Human Resources for new staff employee onboarding to represent Staff Senate during sessions.
 - b. Reach out to newly hired staff to introduce them to Staff Senate, their senator(s) and let them know how to engage and how engagement might benefit them.
 - c. Explain what the UNC System Staff Assembly is and how staff can engage with it.
 - d. Reach out and engage staff interested in Staff Senate.

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2 COLLABORATION

1. **Create and share a Staff Senate brand guide to detail Staff Senate identity and the roles and responsibilities of Staff Senate, to include but not limited to:**
 - a. Consistent language that Senators can use in their annual review detailing the expectations of their participation with Staff Senate.
 - b. Consistent language that Senators can include in their email signature identifying them as a member of Staff Senate.
 - c. A blurb that could be included on websites across campus to help point staff towards the Staff Senate website.
 - d. A comprehensive toolkit for Staff Senate/individual senators to include:
 - i. Sharing and promotion of information about the senate
 - ii. Communication regarding staff scholarship and other supported benefits
 - iii. Solicit input from constituents via quantitative and qualitative data regarding staff outreach and explain the types of data collected, and collection and retention strategies.
2. **Collaborate across campus to amplify staff connections to UNCG's Quality Enhancement Plan (QEP).**
 - a. Promote the Eight Dimensions of Wellness as a framework for staff in their life-long process of becoming aware and bringing balance to their life so that they can make choices towards a healthy and fulfilling life.
 - b. In conjunction with units and persons across campus, offer professional development opportunities to engage in increasing awareness around mental health and well-being topics, such as QPR (Question. Persuade. Refer.) suicide prevention and Safe Zone, and other training opportunities.

3 CAMPUS AND STAFF CLIMATE

- 1. Cultivate appropriate spaces to receive feedback from all staff using various modalities.**
 - a. Administer surveys to staff to receive feedback regarding concerns and needs staff have and what priorities are shared throughout the campus.
 - b. Intentionally provide multiple modes for gathering feedback.
 - c. Create new and participate in existing opportunities for staff senators to join departments, units, and/or offices across campus as needed in their spaces.
- 2. Intentionally disseminate results and collect feedback on process.**
 - a. Develop a feedback mechanism on the Staff Senate website and by other means.
 - b. Provide a way for staff to interact anonymously with Staff Senate.
- 3. Increase participation in campus-wide decisions with upper administration.**
 - a. Meet with upper administration to share staff concerns and report back appropriately.
 - b. Review current senate reporting structure on campus to identify appropriate channels of communication.



UNC GREENSBORO

Staff Senate

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