

INDIANA STATE UNIVERSITY
GOAL 6: RECRUIT AND RETAIN GREAT FACULTY AND STAFF
Executive Summary – April 5, 2010

Introduction

Strategic Plan Goal 6 focuses on initiatives to recruit and retain great faculty and staff to assist the University to realize its goals and fulfill its mission. Progress to date is outlined below.

1. Enhance the quality of life for faculty and staff

Meetings Scheduled over the Summer: Those who are available will continue to meet over the summer.

The Grant Writing committee will begin its work in late May and continue on through the month of June.

New Faculty Hires (AY 2010-2011)

- The Quality of Life team will send a letter to new faculty which welcomes them to ISU and provides them with information about resources and opportunities. It will include a request for any specific needs that spouses or partners of new faculty members may have and will inquire if the newly hired faculty member needs academic regalia and if they are unable to purchase or rent academic regalia whether they would like to receive free of charge ISU academic regalia (blue cap and gown). The letter will indicate that we wish to give them this regalia so that they can participate fully in the important events on campus (e.g. Fall and Spring Commencement)
- A “Quality of Life” link, hosted on the Human Resources website, will be up by the first week of May.
- At new faculty orientation, faculty will receive a free and specially designed shirt from the ISU Book Store to be worn at Fall Convocation.
- Faculty and staff will be asked to volunteer to serve as “hosts” (not mentors) of new faculty. These faculty and staff will host new faculty and their families if they come to town over the summer to look for a place to live and will go with them to at least one campus event early in the Fall semester (football game, the symphony, a theatrical production, etc.). The purpose of the “host” is to assist the faculty member and his or her family in getting better socially integrated into the community (both in the ISU community and the Vigo County/Terre Haute community). Professional mentoring will be left to departments, Colleges, and the new faculty orientation program.

Childcare Initiative

- Child care is being organized for Spring Commencement
 - Targeted e-mails, portal postings, and global e-mail (ISU Today) postings will run all of next week—faculty and staff have until Friday, April 23 to confirm their interest in taking advantage of this service.

- Discussions with the ISU Foundation have occurred concerning the role the Foundation might play in the establishment of a state of the art child care center
- A meeting in the near future has been scheduled to rough out an initial time line for implementation of a new child care facility.
- A request to the space committee has been made for a room for parents to be utilized until the “new” child care center is in operation.
- A request to the Foundation has been made for monies to purchase items needed for the parent room (microwave, refrigerator, port-a-crib, etc.)

Exit of Interview—Staff

- A survey to be given to staff leaving the university (of their own accord) has been drafted

Merit Pay and Annual Review

- The FEBC is currently drafting a document which lays out the process by which faculty will be awarded merit pay. Included in the document is a requirement for bi-annual review of post tenured faculty.

Faculty Senate

- Faculty Senate Executive Committee have been sent several “potential” charges for their consideration for the AY2010-11 (as well as the SEBC when the charge affects both faculty and staff)
 - Pathways to promotion to Full Professor
 - Bi-annual post tenure review
 - Procedures/protocol for protecting sabbatical leaves during a time of budgetary cuts and increased enrollment
 - Strengthening domestic partner benefits
 - Increased support of partners and spouses of faculty and staff
 - Refinement of the process for receiving equity pay
 - Flex time

Great University’s to Work For Survey—Next Steps

- Focus Groups (not open forums)
 - Goal: to empower individuals, university sub-communities, and Colleges to move forward and to transform ISU into a “Great Place to Work for”
 - Scheduled throughout the month of October (2010)
 - 15-20 individuals per focus group
 - Participants invited to attend a specific focus group session
 - Facilitated by trained (low key) individuals
 - Structured discussions based on the survey results—dig deeper into the “why” of the results—discuss possible solutions

2. Enhance the development of faculty

Create and distribute surveys regarding faculty satisfaction of professional development and guidance. There will be two populations that will receive the survey; tenure and tenure track faculty

Ask for updated promotion and tenure documents from the colleges. We will analyze the documents regarding ISU mission and tenure. This will determine how this committee will continue toward of recommending new promotion and tenure documents guidelines.

Build a new "intranet" for faculty. Creating new web presence with Web 2.0 technology will help facilitate information and professional development opportunities. A committee has been formed to begin the process of designing it.

Investigate e-portfolios. Our goal is to create a better way for faculty to tell their story. We are working on creating a committee to examine this issue.

Investigate how other colleges perform benchmarking of faculty. We want to know if there are other methods beside "the Delaware Report".

3. Enhance the development of staff

Training and Development

- A Job Description for a Training and Development Specialist has been established who would be the responsible person for carrying out the Staff Training and Development Programs.
- Through the One Stop Shop Initiative Human Resources was involved in identifying a provider for the training needs of Quality Service for those involved in the One Stop Shop Initiative. Disney was selected as a provider and training has taken place. Disney has allowed us to use their training as a framework for ongoing training with the ISU message of Quality Service. As a result, a program has been developed to continue the training that Disney has provided. Once we establish the ISU program that it will be eventually shared with all Staff throughout ISU.
- Interviews have already taken place to identify a Grad Assistant who will help with Surveying the campus and development of additional programs starting this fall.

Staff Recognition

- The date to hold the service and medallion awards has been moved to enable Faculty to be present to recognize staff that work with or for them. The date will be September 30th at 2:00pm with the reception following the presentations.

Staff Orientation/ Computer Access

- Contact has been made with the existing Support Staff Council to have as a goal for the new Staff Council Employee Relations Committee to work with Human Resources to enhance the Staff Orientation program and provide computer access for staff. For those staff not having access on a regular basis, they are being made aware of computer locations throughout campus and are receiving

training through the Performance Review Process on how to get online and learn their access codes.

4. Expand the diversity found in the composition of the faculty and staff at Indiana State University

President Bradley featured diversity initiatives at the March 16th President's Council meeting with presentations from Mary Ferguson, Diversity Officer; Carmen Tillery, Chairperson of the Council on Diversity, and Evangeline Weiss of OpenSource Leadership Strategies who is conducting the search process study. President Bradley and Cabinet members and Deans attended an April 1st workshop on diversifying faculty with Damon Williams, Vice Provost and Chief Diversity Officer from University of Wisconsin-Madison.

The President hosted a dinner with a team of African American faculty and staff, followed by a larger reception open to all African American faculty and staff on March 31, recognizing ISU's first employee affinity group.

The search process study which began in December 2009 will conclude in May 2010 with a final report and recommendations from our consultant. In June, the consultant will return to lead the President and senior leadership through a half-day retreat to plan for implementation of the study recommendations.

Funding for hiring incentives approved at \$5000 per college.

Funding for advertising in publications that reach more diverse audiences approved at \$750 per search x 10 searches.

Research of best-practices completed by Implementation Team; policy and practice recommendations being refined or developed.

Diversity Council liaisons working with 3 Colleges and 1 business unit to develop diversity plans.