

Staff Senate Survey Outcomes - May 2011

Items in yellow shading are the items that the SWOT Committee have chosen to implement or would like to implement if possible.

| 2. Staff Senate informational updates | | | | | | | |
|--|----------------------|--------------|----------------|--------------|----------------------------|-----------------------------|----------------|
| Please answer the following | Yes | No | Response Count | | | | |
| I would support Staff Senate updates being presented at departmental and division level meetings. | 90.3% (28) | 9.7% (3) | 31 | | | | |
| I would be willing to give periodic updates on Staff Senate to my department and/or division. | 77.4% (24) | 22.6% (7) | 31 | | | | |
| Who should be responsible for providing periodic updates to departments and divisions? (Please rate from 1 to 6 in order of importance with 6 being most important) | | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 | Response Count |
| Executive Committee members | 3.2% (1) | 3.2% (1) | 6.5% (2) | 22.6% (7) | 12.9% (4) | 51.6% (16) | 31 |
| Committee Chairs | 3.2% (1) | 22.6% (7) | 3.2% (1) | 22.6% (7) | 29.0% (9) | 19.4% (6) | 31 |
| All Senators | 6.5% (2) | 3.2% (1) | 12.9% (4) | 19.4% (6) | 9.7% (3) | 48.4% (15) | 31 |

The committee discussed adding another position to the Executive Committee: Communications Chair. This person would work closely with the Standing Committees specifically the Public Relations Committee to promote Staff Senate activities. This person would also be responsible for preparing a summary of the monthly meetings to share with all staff and others that are deemed appropriate on a monthly basis. This information would also be used by Senators to give consistent updates at departmental meetings and other meetings where Senators are providing information about Staff Senate. **The communications position would give a 5 or more bulleted list (for example) after each meeting and send that list to the supervisor list and It's Happening at State as appropriate. This person would also attend the Student Government meeting one Sunday after the Staff Senate meeting. We also discussed the secretary would start sending the announcement for meetings to all staff, not just the senators.**

3. Increasing awareness of Staff Senate

1. Please rate the following on how effective they would be at increasing awareness of Staff Senate.
(Please rate from 1 to 6 in order of effectiveness with 6 being most effective)

| | 1 | 2 | 3 | 4 | 5 | 6 | Response Count |
|---|--------------|--------------|----------------------------|----------------------------|--------------|----------------------------|----------------|
| 1. Creating a general informational video and PowerPoint on the purpose of Staff Senate | 7.4% (2) | 14.8% (4) | 7.4% (2) | 14.8% (4) | 25.9% (7) | 29.6% (8) | 27 |
| 2. Articles in It's Happening At State and The Spectrum | 7.4% (2) | 7.4% (2) | 14.8% (4) | 22.2% (6) | 18.5% (5) | 29.6% (8) | 27 |
| 3. Request coverage from the Forum and local TV networks for Staff Senate's larger annual events | 18.5% (5) | 11.1% (3) | 11.1% (3) | 18.5% (5) | 18.5% (5) | 22.2% (6) | 27 |
| 4. Information on televisions around campus | 11.1% (3) | 3.7% (1) | 29.6% (8) | 25.9% (7) | 7.4% (2) | 22.2% (6) | 27 |
| 5. Events posted on the NDSU homepage | 0.0% (0) | 0.0% (0) | 14.8% (4) | 29.6% (8) | 25.9% (7) | 29.6% (8) | 27 |
| 6. Create and maintain a Staff Senate Facebook page | 11.1% (3) | 22.2% (6) | 14.8% (4) | 29.6% (8) | 18.5% (5) | 3.7% (1) | 27 |
| 7. Have an official "Open House" meeting for staff senate where all senators are strongly encouraged to bring a visitor to the meeting. | 14.8% (4) | 11.1% (3) | 18.5% (5) | 22.2% (6) | 18.5% (5) | 14.8% (4) | 27 |
| 8. Promote Staff Senate at sporting events (e.g. t-shirt toss) | 18.5% (5) | 18.5% (5) | 22.2% (6) | 33.3% (9) | 3.7% (1) | 3.7% (1) | 27 |
| 9. Variety of work-appropriate Staff Senate apparel available for senators | 18.5% (5) | 11.1% (3) | 18.5% (5) | 25.9% (7) | 22.2% (6) | 3.7% (1) | 27 |
| 10. Staff Senate sponsored "Annual Staff Appreciation Day" | 7.4% (2) | 3.7% (1) | 7.4% (2) | 25.9% (7) | 25.9% (7) | 29.6% (8) | 27 |

Advertising events and creating awareness across campus is the focus of the SWOT Committee. The topics in yellow are the items that should be implemented first.

In addition to the other duties of the communications officer, that person would also automatically be a part of the PR Committee. This person could also be in charge of posting events to the SS homepage on the Web, TVs on campus, etc.

4. Identifying and addressing matters related to staff**1. Please rate how effective you believe the following would be at promoting a pro-active approach to identifying and addressing matters related to staff. (Please rate from 1 to 6 in order of effectiveness with 6 being most effective)**

| | 1 | 2 | 3 | 4 | 5 | 6 | Response Count |
|---|-------------|-------------|-------------|--------------|-----------------------------|----------------------------|-----------------------|
| 1. Define a method for NDSU staff to directly submit items (or suggestions/feedback) for discussion | 3.8% (1) | 0.0% (0) | 7.7% (2) | 19.2% (5) | 38.5% (10) | 30.8% (8) | 26 |
| 2. Create a standing Advocacy Committee that reviews staff concerns | 7.7% (2) | 0.0% (0) | 7.7% (2) | 26.9% (7) | 23.1% (6) | 34.6% (9) | 26 |

Originally we didn't have any action items on it but #1 seems like it would be a good idea to add a 'suggestion box' to the Web site. It could be anonymous if we wanted to do it that way.

5. Staff Senate events**1. Please indicate your level of support for the following proposed (or actual) Staff Senate events. (Please rate from 1 to 6 in order of importance with 6 being most important)**

| | 1 | 2 | 3 | 4 | 5 | 6 | Response Count |
|--|--------------|----------------------------|--------------|----------------------------|-----------------------------|-----------------------------|----------------|
| 1. Valentine's Ball | 0.0% (0) | 7.7% (2) | 3.8% (1) | 11.5% (3) | 30.8% (8) | 46.2% (12) | 26 |
| 2. Fall event to raise student scholarship funds | 7.7% (2) | 3.8% (1) | 3.8% (1) | 15.4% (4) | 53.8% (14) | 15.4% (4) | 26 |
| 3. Student appreciation day | 7.7% (2) | 15.4% (4) | 7.7% (2) | 15.4% (4) | 30.8% (8) | 23.1% (6) | 26 |
| 4. Senator appreciation day | 15.4% (4) | 11.5% (3) | 7.7% (2) | 26.9% (7) | 15.4% (4) | 23.1% (6) | 26 |
| 5. Staff appreciation day | 7.7% (2) | 3.8% (1) | 0.0% (0) | 15.4% (4) | 30.8% (8) | 42.3% (11) | 26 |
| 6. Partner with other NDSU organizations for volunteer opportunities | 3.8% (1) | 11.5% (3) | 11.5% (3) | 26.9% (7) | 11.5% (3) | 34.6% (9) | 26 |
| 7. Free-will offering to a charity selected by Staff Senate | 7.7% (2) | 19.2% (5) | 19.2% (5) | 15.4% (4) | 23.1% (6) | 15.4% (4) | 26 |
| 8. Job shadowing- pairing NDSU staff with NDSU students | 11.5% (3) | 23.1% (6) | 15.4% (4) | 19.2% (5) | 11.5% (3) | 19.2% (5) | 26 |

It was suggested to possibly hold the Staff Appreciation Day at the President's house.

I am going to additionally suggest creating new standing committees for the Valentine's Ball and Staff Appreciation Day. La Donna and I would try to ask for more money in the budgets to accommodate the Appreciation Day.

6. Staff Recognition and Campus Kudos Awards**1. Please indicate how effective you think the following would be at developing the staff recognition and campus kudos awards. (Please rate from 1 to 6 in order of effectiveness with 6 being most effective)**

| | 1 | 2 | 3 | 4 | 5 | 6 | Response Count |
|---|--------------|--------------|--------------|-------------|-----------------------|-----------------------|----------------|
| 1. Require standing committees to nominate at least one person/year for a Campus Kudos and Staff Recognition awards | 19.2% (5) | 11.5% (3) | 19.2% (5) | 3.8% (1) | 19.2% (5) | 26.9% (7) | 26 |
| 2. Clearly define recognition awards | 0.0% (0) | 3.8% (1) | 7.7% (2) | 3.8% (1) | 42.3% (11) | 42.3% (11) | 26 |
| 3. Have departments/divisions include award recipients as part of meetings | 11.5% (3) | 7.7% (2) | 11.5% (3) | 3.8% (1) | 38.5% (10) | 26.9% (7) | 26 |

There was a suggestion to have a glossary of awards available and when they are submitted/awarded. We could have a pamphlet, use a Web page, introduce it at the staff orientations, etc.

| 7. Senator terms and general comments | | |
|--|-------------------------|-----------------------|
| 1. Is your Staff Senate term ending this year? | Response Percent | Response Count |
| Yes | 76.9% | 20 |
| No | 23.1% | 6 |
| 2. If you answered yes to question 1, are you planning to run for another term? (If you answer no to this question, please indicate in the text box below why not). | | |
| Yes | 30.8% | 8 |
| No | 46.2% | 12 |
| Not applicable, my term not ending this year. | 23.1% | 6 |

In order to save time, we need to get committee reports before the meetings.

Advertise the treasurer's reports so people can track their spending.

Over all, I believe we wanted to educate our senators better.