University of Baltimore Staff Senate Action Plan, 2013-14
as developed at the UBSS annual retreat, June 21, 2013

1. Enhance recognition of staff members.
   • Recognize staff who dedicate time and energy to University shared governance and committee work through a UB-specific award.
   • Help motivate, coordinate and enhance nominations to the UB Staff Awards and UB’s nominations to the USM Regents Staff Awards.
   • Explore parity in the quality and quantity of awards/recognition between staff and faculty.
   • Encourage staff and supervisors to foster University service (shared governance, committees and more) beyond the scope of an employee’s job responsibilities as a specific item on PMPs.

2. Examine the need for development of UBSS-specific task forces/committees to help the Senate achieve and implement its goals.
   • Compile an inventory of current UB committees on which staff serve (a staff committee database).
   • Identify areas of need.

3. Increase staff participation in UBSS.
   • Make the Senate a more collaborative/interactive body.
   • Enhance the interest of Senate meetings by formalizing a schedule of presentations from campus groups/units of interest to staff.
   • Determine in advance topics/themes for meetings (almost an ongoing series of town halls/open forums) during which staff are encouraged to offer ideas and opinions.

4. Identify and develop a communication plan.
   • Improve outreach to constituents: updates, feedback, key issues that may require input.
   • Train Senators in the skills/knowledge necessary to communicate with constituents (develop a list of suggested means of communicating with constituents).
   • Improve means of receiving information from University committee representatives.
   • Engender conversation and dialogue at Senate meetings rather than rote reporting.

5. Identify specific initiatives to benefit staff that align with the University’s strategic goals.
   • Distribute output of retreat brainstorming to UBSS members for feedback (through a survey that will allow members to rank a top item in each category and then a single top item of selected items).
   • Based on that feedback, set Senate priorities for the year.