

Report from the Staff “Bill of Rights” Work Group  
to The President’s Council on Women  
May 19, 2005

Participants:

President’s Council: Margie Bogenschutz, Jeri Kozobarich, Mary Rhoads, Terri Stankiewicz, Deb Ballam, Tuesday Ryan Hart  
USAC: Connie Goodman, Lori Martensen

Summary of discussions:

The first discussion focused on the attached document presented by Lori Martensen, co-chair USAC Staff Compensation and Benefits Committee (SCBC). It summarizes recommendations and concerns from USAC annual reports. We concluded at the end of this discussion that staff already had all of these rights, if their supervisor was skilled and effective. This then led to a discussion of the impact that a good—or bad—supervisor can have on a staff member. We discussed training for supervisors—what is available and what is required, both for faculty and staff in supervisory roles. To help us better understand what is currently available to assist supervisors, we invited Anne Massaro, coordinator of the STEP program (Supervisor Training to Enhance Performance), to meet with us.

Anne indicated that many of the issues listed on the summary from the USAC reports are covered in the STEP workshops. However, supervisor training is not mandatory, unless the supervisor’s supervisor requires it. There are approximately 300 people currently enrolled in the STEP program. To complete the STEP program and “graduate”, enrollees must finish all 12 workshops in the series. To Anne’s knowledge, only one department chair and one faculty member are among those who have completed or are currently taking the STEP program. All others are staff. It should be noted that many staff in academic units report to faculty, chairs or deans, so it would be beneficial for more members of academic units to actively participate in the STEP training. Based on discussions Anne has had with those who have completed the program, they believe it has made them better supervisors.

Recommendation:

The work group recommends that the President’s Council encourage the president and provost to select one academic unit and one non-academic unit, chosen in consultation with Human Resources, to undertake on-site HR training programs custom designed for the supervisors, both faculty and staff, in those units, with all supervisors participating in the program. HR is willing to conduct a pre-training as well as a post-training assessment of both supervisors and supervisees to determine the effectiveness of the program. It is the belief of this workgroup that training of supervisors will result in a better workplace and ultimately in a more productive environment. The results from these pilot programs could be used to determine if all units should undergo such training.