

# Staff Council Newsletter

STAFF COUNCIL . . . YOUR VOICE!

## Performance Management Reviews: Have you received yours?

According to the IUPUI Staff Handbook (<http://www.hra.iupui.edu/hra/policies/StaffHandbook.pdf>), "Performance management is a continuous process of planning, communication, evaluation and development. To assist you in understanding your work responsibilities and performance expectations, you should receive performance feedback on an as-needed basis or a minimum of one feedback session annually."

Staff Council asked your unit representatives what topics they feel should be addressed by the Council or what concerns they have about the environment around them. As you can imagine, responses were varied including the inevitable parking concern felt by many. One additional area that did stand out was performance management – or lack thereof.

Human Resources Administration believes that performance management "is a critical component of employee/employer interaction." Our goal is that all staff members are having conversations with their supervisors to establish benchmarks for acceptable job performance; all staff members are receiving on-going feedback about their performance from their supervisors; and all staff members are receiving a formal review at least once annually. Engaging in effective performance management helps to ensure staff members are acknowledged for their contributions and provided with support to improve work performance. Assistant Vice Chancellor for Human Resources Ellen Poffenberger says, "Performance conversations are critically important. Employees deserve the opportunity for open dialogue, constructive feedback, and discussions about professional growth and development."

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### FACEBOOK

Join the IUPUI Staff Council Group on Facebook to keep up-to-date on the latest topics and events impacting IUPUI Staff. IUPUI Staff Council . . . YOUR VOICE!

<http://www.facebook.com/home.php#/group.php?gid=55001742139&ref=ts>

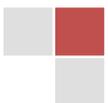
You must be a member of Facebook first, and then subscribe to the link above.

### Facebook Question:

Have you received a performance review in the past year? Ever?

Let us know what you have to say about this important part of your life at IUPUI!

See instructions above for joining the SC Facebook page. Let your voice be heard!



**Continued from page 1.**

Data from the last two Staff Surveys, conducted in 2006 and 2009, show that in 2006, 63% of responding staff reported that performance evaluations were conducted, and in 2009, 62% indicated that they received performance evaluations. In terms of satisfaction with the way in which the evaluations were conducted, in 2006 46% of survey respondents were satisfied with the process, and in 2009, 49% were satisfied with the way they were conducted.

This data reinforces the importance of increasing the incidence of performance evaluations as well improving the way in which evaluations are conducted. This is a key priority for the campus, and Human Resources Administration, with the support of campus administration, is committed to improving the approach to performance management. It will benefit our valued staff members, and the campus as a whole.

If you have not received a performance review in the past year, ask your supervisor about their performance management process for your unit. Let them know you want to be effective in your role and receive feedback on your performance. HRA has all the information and tools needed for performance management. The information can found at: <http://www.hra.iupui.edu/hra/mgmtresources/resourcesperformance.asp>. HRA provides additional consulting services for units seeking further support.

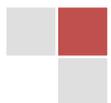
**Have You Heard?**



..... About the incentive plan that will help IU employees contain healthcare costs when they raise in 2011?

As Assistant Vice Chancellor for Human Resources Ellen Poffenberger reported at the January Staff Council meeting, the university will be raising health care premiums in 2011. Employees (and covered spouses or domestic partners) will be able to earn "credits" to help reduce the cost of the premiums. To find out more about this, click on the link below to take you to the News Release of January 11, 2010, from the IU News Room.

<http://newsinfo.iu.edu/news/page/normal/13048.html>





## Cutting Edge Lecture Series

The community is invited to attend the IUPUI Cutting Edge Lecture Series. The series of outstanding lectures is designed to promote thinking and discussion across disciplinary boundaries, which by title and content encourages attendance and interactions among faculty, staff and students from across the campus as well as people in the community.

Join us for the next lecture, "**Achieving Excellence in Higher Education**" presented by Richard Gunderman, from the Departments of Radiology, Pediatrics, Medical Education, Philosophy, and Philanthropy. It will be held Wednesday, February 3, at 4:30 p.m., in the Lilly Auditorium University Library.



## Komen Race for the Cure



**Join the Staff Council  
Komen Race for the  
Cure Team**

Race Date:  
April 17, 2010

FMI:  
Ali Godby-Schwab  
[agodbysc@iupui.edu](mailto:agodbysc@iupui.edu)  
Patti Holt  
[pholt@iupui.edu](mailto:pholt@iupui.edu)

## Staff Council Meeting Dates

September 16, 2009 · 3:00 p.m. · Ruth Lilly Learning Center (Riley Outpatient Clinic)

October 21, 2009 · 3:00 p.m. · Ruth Lilly Learning Center (Riley Outpatient Clinic)

November 18, 2009 · 3:00 p.m. · Campus Center, Room 409

December 16, 2009 · 3:00 p.m. · Center for Young Children

January 20, 2010 · 3:00 p.m. · Campus Center, Room 405

**February 17, 2010 · 3:00 p.m. · Campus Center, Room 409**

March 17, 2010 · 3:00 p.m. · Campus Center, Room 409

April 21, 2010 · 3:00 p.m. · Campus Center, Room 405

May 19, 2010 · 3:00 p.m. · Campus Center, Room 409

June 16, 2010 · 3:00 p.m. · Campus Center, Room 405

## Staff Council Awards and Scholarships

There are no awards or scholarships open at this time.

## Work/Life Newsletter

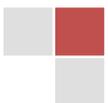
Are you receiving the FREE Work/Life E-News each month? This informative e-newsletter comes from HRA and is filled with information to help in the work environment as well as your personal life. Contact Maggie Stimming ([mstimmin@iupui.edu](mailto:mstimmin@iupui.edu) or 274-5481) to subscribe.

The Staff Council Newsletter is published every Friday. Articles or items for inclusion may be submitted to Karen Lee at [klee2@iupui.edu](mailto:klee2@iupui.edu). Deadline for submission is Thursday at 5:00 p.m. Let's spread the word about Staff Council! Permission is not needed to forward the Newsletter to others.

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Karen Lee

Editor



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