

# WVU Parkersburg Strategic Plan with Assessment

Strategic Priority	Assessment	Assessment Components	Benchmark	Results	Action Plan
<b>Goal 2: Exceptional Place to Work</b>					
Develop a system for PIQ updates	<p>Conduct an audit of classified staff PIQs.</p> <p>Review and update any PIQs more than one year old.</p>	<p>Examine trends in PIQ audit. What is the average “age” of a PIQ? Does one department have all outdated PIQs? Is there one area where PIQs constantly change? Is there consistency among PIQs? Are two people in two different departments doing similar jobs with different PIQs? Look at inequities in pay grades not changing when responsibilities do.</p> <p>Reviews of PIQs should start with employees and then be forwarded to a campuswide committee for review under both Academic Affairs and Student Services.</p>	<p>PIQs updated on an annual basis.</p> <p>Inequities among PIQs resolved.</p> <p>Campuswide committee reviews PIQs.</p>	<p>PIQ consistency.</p> <p>Campuswide PIQ committee created.</p>	<p>Plan developed for continued PIQ assessment and updates as determined by campuswide committee.</p>
Examine employee turnover	<p>Audit employee turnover, examining areas of high turnover and reasons why all employees who have voluntarily left in the past 5 years made that decision.</p>	<p>Assess trends in employee turnover. Does a particular department have more turnover? Is turnover greater at a lower level, mid level or higher level? Are more staff or faculty leaving?</p>	<p>Employee turnover will begin to decrease.</p>	<p>Exit interviews will be utilized to examine employee turnover.</p>	<p>Conduct exit interviews of all employees who voluntarily leave the college.</p> <p>Conduct exit interviews of employees who have left voluntarily in the past five years.</p>

Strategic Priority	Assessment	Assessment Components	Benchmark	Results	Action Plan
<p>Ensure overall workplace satisfaction</p>	<p>Implement an annual mini climate survey, with a larger climate survey conducted every five years.</p>	<p>Provide yearly data on job satisfaction, which can be used to assess trends and problem areas.</p> <p>Employees become more used to climate survey experience if completed more regularly. If they see they are regularly surveyed without retribution, they may feel more empowered to participate.</p> <p>Paper surveys permitted to be turned in to one location, such as switchboard operator.</p>	<p>Increasing numbers of faculty and staff completing climate survey.</p> <p>Improved results as in less areas of disagreement are showing.</p> <p>Written response to the climate survey from college administration.</p>	<p>Mini climate survey conducted each year.</p> <p>Larger climate survey conducted every five years.</p>	<p>Concerns developing from the climate surveys will be addressed by Faculty Senate and Staff Council, forwarding a problem/solution table to the college administration.</p> <p>The college administration will begin to fix problem areas.</p>
<p>Ensure an effective annual review process</p>	<p>Utilize the annual review process as a key, determining factor in the reappointment of faculty.</p> <p>Hire an outside consultant to assess the current annual review process.</p>	<p>Continue to reappoint faculty based on annual review process.</p> <p>Allow employees to attain the highest score in areas of work where they deserve excellent status.</p> <p>Review recommendations from consultant on annual review process assessment, and allow faculty and staff to provide feedback on the recommendations.</p>	<p>Annual review process will be altered by 2014-15 according to consultant's recommendations with input from faculty and staff as well.</p> <p>Annual review system is administered fairly and justly.</p>	<p>Annual review process overhauled.</p> <p>Revised annual review process deemed equitable.</p>	<p>Annual review process will result in contract renewals.</p>

Strategic Priority	Assessment	Assessment Components	Benchmark	Results	Action Plan
<p>Recognize employees for a job well done</p>	<p>Promotion of faculty and staff from within the college.</p> <p>Fair compensation of faculty and staff.</p> <p>Job descriptions not altered to fit outside candidates.</p> <p>Employees who go above and beyond duties are recognized (e.g. subordinates training superiors).</p> <p>Provide funding for professional development opportunities.</p> <p>Reinstate tenure track for faculty.</p>	<p>Faculty and staff will be given opportunity for higher positions, including consideration, interviews, etc.</p> <p>Staff with 15 years or more service still receive opportunity for pay increase.</p> <p>Job descriptions for positions match the needs of the position.</p> <p>A system beyond the Staff Council employee of the month will be used to recognize employees for exceptional work.</p> <p>Increased professional development funding.</p> <p>Move beyond the 80/20 tenure goal for CTC schools and develop a system for a hybrid HEPC/CTC school.</p>	<p>More faculty and staff from within the organization promoted to higher positions.</p> <p>Staff over 15-year mark receive increased pay.</p> <p>Tenure track reinstated (with first opportunity provided to those within the organization who have not been given the opportunity).</p>	<p>Less training of employees as those familiar with the organization stay with it.</p> <p>Happier employees.</p> <p>More opportunities for professional growth.</p> <p>More tenure-track faculty.</p>	<p>Develop a plan for staff salary enhancement past 15 years.</p> <p>Develop a plan of recognition for exceptional employees.</p> <p>Develop a plan for increasing professional development funding for faculty and staff.</p> <p>Develop a plan to reinstate tenure track for a hybrid institution.</p>

<b>Strategic Priority</b>	<b>Assessment</b>	<b>Assessment Components</b>	<b>Benchmark</b>	<b>Results</b>	<b>Action Plan</b>
<p>Provide faculty and staff with a voice in college affairs</p>	<p>Regular meetings of Faculty Senate and Staff Council with administration.</p> <p>Faculty Senate and Staff Council have knowledge of changes in college policy prior to public announcement.</p> <p>Faculty Senate and Staff Council have opportunity to provide feedback and concerns on any proposed policy changes that affect the groups (this includes processes and forms, not just formal policies).</p>	<p>More teamwork between administration, faculty and staff.</p> <p>No unnecessary creation of a college-wide policy in response to an individual problem.</p> <p>The Faculty Senate and Staff Council are able to communicate faculty and staff concerns to the college administration without reprise or retaliation to the involved faculty or staff members.</p> <p>Ascertain the duties of a faculty or staff member before adding new assignments.</p>	<p>Regular meetings of Faculty Senate and Staff Council with college administration</p> <p>Changes to policies, processes and forms are completed after feedback is provided from the appropriate staff or faculty group.</p>	<p>Consultations between college administration and Faculty Senate or Staff Council.</p> <p>Feedback on policies, processes and forms provided by faculty and staff.</p>	<p>A concerted effort is maintained to have joint agreement on policies, procedures, processes and forms utilized at WVU Parkersburg.</p>

Strategic Priority	Assessment	Assessment Components	Benchmark	Results	Action Plan
Ensure fairness and equity in policy and procedures	Examine organizational culture issues such as dress codes for some staff, but not all; adherence to informal rules (i.e., no vacation in August) in some departments, but not all	Use a work team of faculty and staff to examine organizational culture issues.	Committee will present a proposal for handling inequities in policies and procedures.	Some informal policies may be made formal or changed.  Inequities will be resolved.	An ongoing committee will work to ensure inequities do not arise or will address them quickly when they do.
Enhance salaries	Development of a five-year salary plan to bring WVU Parkersburg faculty and staff to at least mid-range in salaries among the state.  Development of a five-year financial plan to allow for salary increases.	Salary committees formed with faculty and staff representation to address current concerns with salaries.	Increase salaries as determined by salary committee and in accordance with financial capabilities of institution.  Salary plan developed and ready for implementation for 2014-15 fiscal year.	Salary increases beginning in 2014-15 fiscal year.	Continue to follow the developed five-year plan for salary enhancement. Then continue with salary improvements following the five-year period.  Fund merit raises.