

SAMPLE

Unit: Theatre Department

Overall Goal: Create a model collaborative environment as a way to achieve creativity, engagement and satisfaction in the workplace.

Measurement Tool: Employee Engagement Survey (measures satisfaction and the extent to which an environment supports employees to be engaged in their work.)

Unit Goal	To improve our mission and goals so they better reflect the engaged faculty, staff and students in the department
Progress Monitoring Tool	Biweekly faculty meetings in which we will work to revise and/or create new mission and vision statements
Result	A stronger connection that we can see between our teaching and production work to our mission and vision

Unit Actions to Improve				
	Focus Area	Action Description	Person Responsible	Timeline
Action 1:	Missions and Goals	Revise our mission statement to make it more meaningful to our everyday task; create a vision statement	Chair & Faculty/Staff	AY 17-18
Action 2:	Engagement	Continue to communicate needs to TCAP so that important technical work in the training of our students is scheduled in our performance spaces	Chair & Design Team	AY 17-18
Action 3:	Department Leader	Continue to create partnerships outside of UWG (Example: performing in the CCAC in Spring 2018 term)	Chair& Faculty	AY 17-18

SAMPLE

Unit: Housing and Residence Life
 Overall Goal: Create a best place to work environment at UWG
 Measurement Tool: Employee Engagement Survey

Unit Goal	Develop the best professional employee working experience of anywhere at UWG.
Progress Monitoring Tool	Engage West Annual Survey
Result	To increase overall score by .02% or more annually.

Unit Actions to Improve

	Focus Area	Action Description	Person Responsible	Timeline
Action 1:	Climate; 50	Re-Visit at least one policy weekly in Huddles to ensure transparency which may alleviate perceptions of un-fairness	ADFO, Director	Ongoing
Action 2:	Work/Life Balance; 70	Spend at least 1 meal weekly with staff members for lunch.	Director, AVP	Ongoing
Action 3:	Climate; 57	Using an employee's anniversary date, meet with Director and discuss professional growth plan.	Director, AVP	Annually on Anniversary Date