The UGA Student Affairs Staff Survey is the biennial opportunity for all full- and part-time UGA Student Affairs staff to reflect and offer feedback regarding their experiences, providing division leaders with an understanding of staff needs and professional fulfillment. The results are used to develop and refine staff development experiences that promote continued growth; address common concerns as possible; and consider strategies to enrich the UGA Student Affairs work environment.

Three key areas of focus emerged from the 2018 administration of the Staff Survey: employee engagement, supervision, and leadership. To address these findings, the division and its departments developed commitment plans around the three key areas of focus. Departments with four or more full-time employees developed department-specific commitment plans, yielding 41 commitments. All remaining departments formed a working group to identify division-level commitments.

The working group charged with identifying division-level commitments conducted further analysis of the data to develop recommendations. The continued analysis revealed two sub-categories related to employee engagement—communication and learning—and an interconnection between supervision and leadership. As a result, commitments were developed in the areas of communication, learning, and supervision and leadership.

### ENHANCE STUDENT AFFAIRS COMMUNICATION

<table>
<thead>
<tr>
<th>Commitment</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Implement a department-specific communications strategy for sharing division-wide information</td>
<td>In Process</td>
</tr>
<tr>
<td>Position the Staff Matters e-newsletter as the “must read” for division staff</td>
<td>Addressed</td>
</tr>
<tr>
<td>Offer biannual opportunities for OVPSA staff to engage in departmental staff meetings</td>
<td>In Process</td>
</tr>
<tr>
<td>Establish and communicate the roles of the Administrative and Leadership Teams</td>
<td>Addressed</td>
</tr>
<tr>
<td>Make Administrative Team and Leadership Team meeting agendas readily available to staff</td>
<td>Addressed</td>
</tr>
<tr>
<td>Send calendar invites for division events</td>
<td>In Process</td>
</tr>
</tbody>
</table>

### ENHANCE STUDENT AFFAIRS LEARNING

<table>
<thead>
<tr>
<th>Commitment</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Establish mechanisms to share high-impact learning from professional development</td>
<td>In Process</td>
</tr>
<tr>
<td>Explore competency-based certification opportunities</td>
<td>Pending</td>
</tr>
<tr>
<td>Explore the creation of learning communities based on areas of interest or job role</td>
<td>Pending</td>
</tr>
</tbody>
</table>
## ENHANCE STUDENT AFFAIRS COMMUNICATION

<table>
<thead>
<tr>
<th>Commitment</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Adopt the solution developed by the 2018 Innovate Team focused on supervision</td>
<td>Addressed</td>
</tr>
<tr>
<td>Conduct focus groups with supervisors and supervisees to identify key training needs</td>
<td>Pending</td>
</tr>
<tr>
<td>Establish minimum training requirements for all supervisors</td>
<td>Pending</td>
</tr>
<tr>
<td>Implement leadership coaching for all Administrative Team and Leadership Team members</td>
<td>In Process</td>
</tr>
<tr>
<td>Convene a task force to identify a common leadership framework/model and design an associated leadership development program</td>
<td>Pending</td>
</tr>
</tbody>
</table>