



UISG 2018-19 STRATEGIC PLAN

ACTION ITEMS



Collaborate with the Student Judicial Court

Investigate Alternatives to the Office Administration Committee

Formalize UISG Recruitment Plan

Solidify UISG Liaison Positions and Ad Hoc Committees

Senator Accountability

Review the Efficiency of Presidential Charter Committees

Create Guidelines for Conduct on the Senate Floor

Increase Internal and Student Org Sustainability

Transition Documents

Provide UISG Materials to PCC/Academic Advisors

Increase Transparency and Consistency of UISG Interviews

Utilize UISG's Alumni Base

Improve Senate Morale and Motivate Others to be more Productive by Recognizing the Contribution of Senators

Improve Senate Unity

Improve New Senator Transition

Continue Improving External Relations

External Office Hour Requirement

COLLABORATE WITH THE STUDENT JUDICIAL COURT

- Host joint meetings with the Student Judicial Court to ensure a constant flow of communication and a high level of transparency.
- Encourage more social events with SJC such as a inviting representatives to retreats, socials, senate meetings and more.
- Continually Improve Election Code
 - Depending on the progress of the ad-hoc committee this year, create a new ad-hoc committee for constituency senator elections at the beginning of the next administration so changes can be made to the election code before the Fall semester deadline.
 - This committee can consist of constituency senators, the Internal Affairs Committee Chair, the Director of Justice and Equity, a representative from the Student Judicial Court, and other interested parties.
 - Consider adjusting the Election Code so the newly appointed Director of Communications can help interview and select the members of the Communications Team
 - Create a precedent that an Election Code Work Group will be established every four years.

INVESTIGATE ALTERNATIVES TO THE OFFICE ADMINISTRATION COMMITTEE

- Research alternatives to eliminate the Office Administration Committee, which has previously consisted of the top three vote-getting senators to help with executive appointments.
- Appoint the President and Vice President to independently review applications and conduct interviews for the Cabinet Director.
- The OAC will form only to help with committee assignments before speaker is elected, not to help with executive appointments.

FORMALIZE UISG RECRUITMENT PLAN

- Implement master recruitment timeline into bylaws for consistency
- Include an event schedule in the UISG application.
- Explore making a number of recruitment events mandatory for senators and executives to attend.
- Partner with the Pomerantz Career Center to ensure the application review process is fair and professional.
- Encourage the Internal Affairs Committee Chair to work with the Student Judicial Court's Student Election Commissioner to ensure timelines for elections align with the UISG Bylaws.
- Revisit last year's recruitment timeline: did it work?
- Survey UISG senators and executives to see what might be most effective in terms of recruitment activities.
- Institutionalize recruitment plan and relative timeline in the bylaws, making it consistent from year to year.
- Invite the Pomerantz Career Center to one or more events to assist attendees with resume and cover letter revision.

SOLIDIFY UISG LIAISON POSITIONS AND AD HOC COMMITTEES

- Pass bylaw updates regarding the clarification of all UISG liaison positions.
 - Can model after student athlete liaison
- Create a comprehensive list of what subconstituent or organizations should have liaisons.
- Define the timeline and process by which liaisons from each group are selected, elected, and appointed.
- Consider which committees liaisons will serve on, as well as their roles within the committee.
- Encourage the use of ad hoc committees in addition to liaison representatives to address specific issues on campus.

SENATOR ACCOUNTABILITY

- Have the internal affairs committee recommend uniform repercussions for senators who aren't meeting minimum productivity requirements.
- Explore the possibility of making UISG an official class similar to Tippie Senate.
- Update the bylaws to reflect this new process.
- Have Speaker and Pro Tempore actually enforce bylaws and kick people out if they aren't meeting standards.

REVIEW THE EFFICIENCY OF PRESIDENTIAL CHARTER COMMITTEES

- Encourage Presidential Charter Committee members (especially student representatives) to create transition documents.
- Stay in more frequent communication with student representatives of Presidential Charter Committees.
- Invite student representatives and committee chairs of Presidential Charter Committees to present at open access.
- Encourage communication and collaboration between UISG committees and relevant Presidential Charter Committees.
 - For example, match the UISG Sustainability Committee and Sustainability Charter Committee, UISG Justice Equity Committee and Charter Committee on Diversity, UISG Academic Affairs Committee and University Libraries Charter Committee, etc.
- Reconsider whether UISG should continue to participate in the appointment of students to Presidential Charter Committees.

CREATE GUIDELINES FOR CONDUCT ON THE SENATE FLOOR

- Establish/ Appoint a Parliamentarian, in charge of making sure our version of Robert's Rules are being followed.
 - Include this position in the bylaws
- Define specific consequences for not following Robert's Rules or being disrespectful during debate.

INCREASE INTERNAL AND STUDENT ORG SUSTAINABILITY

- Create all electronic materials for the UISG retreat.
- Purchase only sustainable apparel and materials for UISG events and internal purposes.
- Add measures to increase sustainability in the UISG bylaws.
 - For example, have the UISG Sustainability Committee review UISG events to make sure they are sustainable and follow committee guidelines.
- Promote the Green Initiative fund so that student organizations actually use it.

TRANSITION DOCUMENTS

- Establish a list of who should be creating transition documents and amend the bylaws to reflect this responsibility.
- Create a transition document template for each type of position (Committee Chairs, Speaker, Executives, President and Vice President).
- Encourage transition documents for large projects and events.
- Our recommendations for who should fill out transition documents are:
 - Committee chairs
 - Executives (Director of Communications will compile transition notes from Communications Team members as well)
 - Speaker of the Senate
 - Speaker Pro Tempore
 - President
 - Vice President
 - Constituency Senators

PROVIDE UISG MATERIALS TO PCC/ACADEMIC ADVISORS

- Give Contact info of Director of External Relations and website so Advisors can refer students with questions and or maybe answer some themselves

INCREASE TRANSPARENCY AND CONSISTENCY OF UISG INTERVIEWS

- Include “tips and tricks” for applications and interviews on the UISG website.
- Explore publishing a list of questions on the UISG website that may be asked during interviews.
- Advertise the Clothing Closet for professional clothing to wear at interviews in conjunction with application advertisements.

UTILIZE UISG’S ALUMNI BASE

- Collaborate with the Communications Team to create a Notable Alumni page on the UISG website.
- Consider an alumni feature for each semester to recognize alumni and share their networking opportunities.
- Utilize current Facebook and LinkedIn for alumni who actively are interested in working with current students for jobs, networking, etc.
- Assign responsibility of alumni engagement and coordination to a member within the organization.
 - Revise and update bylaws according to this delegation of responsibility.

IMPROVE SENATE MORAL AND MOTIVATE OTHERS TO BE MORE PRODUCTIVE BY RECOGNIZING THE CONTRIBUTION OF SENATORS

- Continue the “Herky’s Hero” tradition, but try to avoid giving Herky to committee chairs.
 - The Speaker of the Senate should have specific reasons for giving Herky’s Hero to a senator, making sure to recognize their productivity and accomplishments when presenting them with Herky.
- Continue the “UISG Kudos” wall.
- Encourage committee chairs to write notes of appreciation to their committee members and encourage senators to write notes of appreciation to each other.
- Acknowledge especially productive senators beyond Herky’s Hero.
 - For example, the Speaker can give “shout-outs” during announcements.
- Provide incentives for hard work.
- Strictly enforce accountability measures.

IMPROVE SENATE UNITY

- Increase opportunities for non-UISG related bonding events.
- Encourage the President and Vice President to have one-on-ones with every executive and senator to build relationships, demonstrate support, and receive feedback.
- Explore opportunities to feature senators and executives on social media, besides Herky's Hero.
- Establish a culture of direct and respectful communication during Senate sessions and beyond.
- Provide optional opportunities for professional development.
 - Take advantage of campus resources like the Pomerantz Career Center, Financial Literacy Services, and Office of the Ombudsperson.

IMPROVE NEW SENATOR TRANSITION

- Have president and VP reach out to all new senators after they have been sworn in
- Create buddy/mentor system that pairs new people with returning senators/execs
- Because Finances are so important to understand, have Director of Finance meet individually or as a group with all new senators.
- Have Secretary meet with new people to explain office hours.

CONTINUE IMPROVING EXTERNAL RELATIONS

- Have a yearly meeting with the Daily Iowan to discuss collaboration.
- Invite community and state news networks to meetings, especially when legislations carries weight.
- Make UISG more approachable by encouraging students to attend meetings and utilize public open access
- Promote the anonymous feedback form and designate someone to be in charge of periodically reviewing it.
- Ensure that we institutionalize student speaking time so it happens every year(whether it be bylaws or transition notes)
- Create a requirement for President and VP to have regular open discussions with students around the campus and community

EXTERNAL OFFICE HOUR REQUIREMENT

- Create title for requirement that does not include "office hour" so that it sounds more appealing
- Create a system similar to office hour logging system where everyone in UISG (not just senators) will log attending one student org event for at least one hour every month
- Put guidelines in bylaws for what to do if people don't meet expectations - similar to current office hours. Missing a certain number can result in an unexcused absence



THANK YOU

STRATEGIC PLANNING COMMITTEE

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