

Action Planning

2019 Results- Call to Action

- Decentralized to reach teams more effectively, focus on team issues, awareness
- Directors can decide whether they want a directorate level plan, or they want each manager to create a plan
- Minimum of one action plan with one item per directorate
- Recommend focusing on one item, if you complete that to satisfaction, start another
- Return action plans to your HR Business Partner by April 24, 2020.
- If HRBPs notice a pattern in plans that could scale or be better resourced at UITS level, we can explore that.
- Utilize Engagement Enthusiast Team members as champions to create action plans



2019: Discussing and Interpreting Results

Share the My Voice at IU engagement survey results with all staff employees who were invited to take the survey. **To simplify discussing and interpreting the survey results with your staff, focus the discussion on these three questions:**

1

What are our scores?

- What do the numbers say?
- Look at the Grand Mean and Engagement Index.
- Look at the Strengths and Opportunities.
- How do the VPIT scores differ from what we think about our team?

2

What changed?

- How do 2019 results compare with 2017 results?
- Did the Grand Mean go up or down?
- How did the individual questions change?

3

Why did it change?

- What may have caused our scores to go up or down?
- Did our action plans (if we had one) have the desired results?
- Why or why not?

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2019 Action Planning: The Simple Approach

1

From the survey data, choose a question that represents an area of strength or opportunity for our team or unit.

2

In that area, how can we positively impact our team or unit?

3

What is **ONE** action we can take to increase engagement in our unit or team?

Look at your highest scores, lowest scores or specific engagement questions that specifically resonate with your team.

Talk about what this area of engagement means to YOUR staff. Identify staff needs that are not being met. Share creative ideas for changes that could be made, or new solutions that could be implemented.

Make sure the action item is verifiable—a conversation, event or deliverable. Ensure success can be seen.

On a regular basis, take 10 minutes to review and ask:



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IU's 4 Simple Actions to Lead Effectively

Four Simple Actions employees want from leaders:

- 1** **ASK** me what I think.
- 2** **TELL** me what you expect of me.
- 3** **SAY** something positive about my work.
- 4** **SHARE** information that will help me.

<https://hr.iu.edu/4simpleactions/>

