

TAKING ACTION

"WE ASKED. YOU RESPONDED. WE'RE TAKING ACTION."

Conversation Starters

Please use these taking points to encourage an open, two-way dialogue with your staff about the Taking Action initiative and its benefits. This and all pertinent documents are also available on the website.

Introduction

I want to make you aware of an important Finance & Business (F&B) initiative called Taking Action, and I encourage you to cascade this information to every member of your department.

Taking Action is important to David Gray, who has participation expectations for all members of F&B – both those in supervisory roles and those in non-supervisory roles – and therefore it is important to us.

The Why?

Trust is critical to employee satisfaction as it is tied directly to productivity. Ultimately, job satisfaction and productivity positively impact retention rates, which allow the University to maintain a highly qualified and productive workforce.

Taking Action is a communications and education effort aimed at improving workforce excellence and vitality by creating a culture of trust within Finance & Business.

The What?

Taking Action was born out of the 2013 Values and Culture Survey and subsequent focus groups, which indicated high rates of observed misconduct, intimidation, and a lack of trust and accountability within F&B.

The How?

Taking Action provides both those in supervisory roles and non-supervisory roles with tools and resources to communicate better, and identify and deal with wrongdoing.

Two online learning modules are being developed that will share important information on how we define and support an ethical culture at Penn State. These modules and the schedules for supervisory and non-supervisory participation are available on the website - <http://fandb.psu.edu/taking-action>

All F&B employees will have access to these online modules by late fall 2016. Once everyone has completed these modules, F&B will begin a round of discussions within the organization to help us apply what we've learned to continue focusing on solutions that improve our workplace culture.

Next steps

I encourage all of you to visit the Taking Action website – <http://fandb.psu.edu/taking-action> - and recommend the site to your individual staffs. Familiarize yourself with the program, and use these Conversation Starters to encourage dialogue.