



This Action Plan has been developed by the Voice Working Group, as part of the People & Infrastructure Committee (PIC) to address 3 priority areas identified in the 2024 Your Voice Staff Survey.



We are pleased to share the Action Plan and value feedback or suggestions from everyone across the College. For a more detailed version of our Action Plan visit the [CNHS Working Group Intranet](#) page

Managing Workload & Wellbeing

Action	Working Group Representative/s
Improve academic work activities to reduce workload (i.e. assessment type, Gen AI + AI, assessment policy) and increase digital literacy	Amanda Muller, Matt Sutton, Louisa Matwiejczyk, Donelle Arthur
Continue implementation and embedding of the Our Culture statement and good workplace practices to ensure healthy work habits and sustainable ways of working are prioritised for all staff.	Amanda Muller, Emily Lawrie, Karen Scott

Supporting Growth & Development

Action	Working Group Representative/s
Provide people centred guidance information to support annual performance review, with more conversation occurring (e.g. quarterly), that support employee led conversations.	Craig Phillips, Wendy Looi-Penhall, Emily Lawrie
Develop a consistent check-in process for new employees post-induction that is employee and supervisor driven.	Craig Phillips, Wendy Looi-Penhall, Emily Lawrie, Tegan Putsey
Continue the Casual Staff Project – developing supervision of casual academic staff, training and onboarding for casual academic staff, monitoring performance and providing regular feedback, and increasing conversations about casual academic staff development and career progression.	Tegan Putsey, Louisa Matwiejczyk, Craig Phillips, Karen Scott, Donelle Arthur, Jodie Price

Improving Processes & Efficiencies

Action	Working Group Representative/s
<p>Contributing to the continual review of processes and providing recommendations for communication and training, currently focused on</p> <ul style="list-style-type: none">• Academic Status• Understanding workload model – increasing transparency regarding how it is calculated• People & Culture processes for supervisors (e.g. Professional Development, Recruitment, Onboarding etc)	<p>Emily Lawrie, Karen Scott</p>

College-Wide Actions

- In addition to the Actions led by the CNHS Your Voice Working Group, the Action Plan also includes priorities the Executive Leadership team will also continue to address including:
- Implementation and review of the Academic Workload Model, with supporting guidance information for academic supervisors and staff to achieve consistency across the college facilitating healthy work habits.
 - Raise awareness about the staff recognition programs (ie. GEM, VPED awards, teaching excellence, promotions) to increase participation and celebrate success. Consider strategies to increase engagement in the programs, or identify other ways to celebrate staff success.
 - Communicate staff achievements and recognition via the eNews (i.e. quarterly).

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University-wide survey data and action plan is also available on the Intranet <https://staff.flinders.edu.au/comms/your-voice>



If you have any feedback or suggestions regarding the Action Plan, please contact the staff responsible for leading these initiatives in our Your Voice Working Group.