



*Professional Staff Organization  
Of the University of Washington*

# NEWS

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October 2004

## From the Chair

*The Professional Staff Organization builds community, promotes communication, and represents & advocates for its membership throughout the University of Washington system.*  
(PSO Mission Statement)

**T**he Professional Staff Organization builds community. This stands out as the primary component of the Organization's recently revised mission statement. But, what does it mean and why is it important? The full and busy lives that many of us lead these days are filled with multiple communities. For me, there is the community of my family, the community of my friends, the Vashon Island community where I live, the community of my vanpool (we spend *a lot* of time together)... even the community of the half dozen or so folks who are crazy enough to be at my local gym at 5:00 am! And, as I begin my 17<sup>th</sup> year as a University of Washington employee, I am keenly aware of the tremendous value of the community of my professional staff colleagues.

The professional staff in the UW system are a diverse group, made up of individuals from a variety of backgrounds, with a multiplicity of interests, and bringing a broad range of experience and knowledge to the work they do for the University. Interestingly, the very thing that contributes to making this a first-class institution—the diversity of experience, roles and responsibilities—can sometimes serve to make individuals and groups of staff feel isolated, out of touch, and even vulnerable. I believe that it is the coming together of these individuals and groups through collaborative work, in thoughtful debate

**Read about us at (soon to be updated):**

<http://depts.washington.edu/psoweb/>

**Contact Board Members at:**

[psoboard@u.washington.edu](mailto:psoboard@u.washington.edu)

**Email List:**

To subscribe or remove yourself from the PSO list, go to <http://mailman.u.washington.edu/mailman/listinfo/prostaff>



## Professional Staff Organization Autumn Meeting

Tuesday, November 2, 2004

HUB

West Ballroom

11:30 a.m. - 1:00 p.m.

**Keynote Speaker:  
Mark Emmert**



over differences, and in conversation around shared goals and objectives, that can help us move toward becoming a *community* of professional staff.

The *2004-2009 Strategic Plan*, recently adopted by the PSO Board of Directors, addresses the community building aspect of our mission in a variety of ways. In fact, in shaping the strategic planning process itself, the Board sought to be as inclusive as possible of the ideas and concerns of our membership. Planning Committee members were recruited from the three UW campuses. A survey was mailed to all UW professional staff, seeking feedback and suggestions for future directions. And, finally, “brown bag” sessions were held in a number of locations at UW Bothell, Seattle and Tacoma, providing an opportunity for professional staff to come together to identify goals for the organization.

I hope that you will take some time to read through the *Strategic Plan* that is included in this newsletter. Talk it over with your co-workers. Think about where you fit in, and how you might want to be involved. From the financial contributions to help the organization grow to participation in ad hoc committees or serving as a Board member, there are numerous opportunities to get to know your colleagues throughout the UW system and to become involved in your professional staff community.

- *Carrie Perrin, PSO Chair*



## Scholarships Available for Professional Staff Development

*"The doors we open and close each day decide the lives we live."*

*-Flora Whittemore*

**F**unded through the generous contributions from PSO members, the Professional Development Scholarship program provides the opportunity for PSO members to take advantage of training, classes, conferences, and other professional development activities on or off campus. Scholarships provide funding when a professional staff employee's organization cannot (fully) support these activities, and the employee incurs out-of-pocket expenses. Applications are accepted on a quarterly basis, with a maximum award of \$250 per person, per year (Autumn Quarter through Summer Quarter). Details about the program, application deadlines and a downloadable application can be found on the PSO web site. If you have any questions that cannot be answered by the web site, I welcome you to contact me at [mkaufman@u.washington.edu](mailto:mkaufman@u.washington.edu). I hope you will apply!

*- Marianne Kaufmann, Scholarship Committee Chair*

## UW Professional Staff Organization Strategic Plan 2004-2009

*Following is a portion of the UW Professional Staff Organization Strategic Plan for 2004 through 2009.  
The plan was approved by the PSO Board on September 21, 2004.*

### Strategic Planning Process

In May 2004, the University of Washington Professional Staff Organization (PSO) Board of Directors initiated a strategic planning process. The Board created a Strategic Planning Committee, comprising both board and non-board professional staff, and hired Laura Pierce, an outside consultant, to facilitate the process.

The Strategic Planning Committee solicited input from professional staff through a written survey (485 responses were received, a response rate of approximately 8%) and a series of brown bag discussion sessions on the main, south, Tacoma, and Bothell campuses. The board and planning committee tabulated and reviewed the survey and discussed the results. In July, planning committee members outlined a Strategic Plan and work groups further developed objectives and action steps for each strategic priority.

The PSO Board of Directors approved the Strategic Plan in September 2004 and presented it to professional staff at the November 2004 membership meeting.

### Organizational History

In 1990, UW professional staff formed the Professional

Staff Organization in response to salary concerns. After meeting with state legislators and working with Personnel (now Human Resources) on specific salary issues, professional staff members agreed that they needed a more permanent organization to represent them to the UW administration and in Olympia.

Over the years, PSO has focused on salaries and been active in salary surveys undertaken by the university. In addition to salary concerns, PSO and its members have lobbied in Olympia, represented professional staff on faculty councils and committees (on topics ranging from academics to facilities), informed top administrators regarding staff concerns, and, more recently, worked to improve community and communication among professional staff at all University locations. PSO is often the place where administration representatives seek feedback or look for representation on committees. It has evolved into an organization that works collaboratively with the administration in regards to issues relevant to professional staff. Although PSO members visit Olympia and represent members' interests with the administration, PSO is not a union, nor is it a lobbying organization.

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### Current Status

The University of Washington currently employs more than 6,100 professional staff. All professional staff are considered members of PSO unless they decline membership. PSO membership begins upon permanent employment in a professional staff position at the University of Washington. PSO is solely supported by its members. There are no dues; PSO depends on member contributions to cover expenses.

PSO hosts a general membership meeting in the fall and spring of each year; conducts “brown bags,” informal lunchtime talks with invited speakers; sends out a semi-annual newsletter; and sponsors two professional development financial grant programs: a scholarship program for individuals, and a grant program for groups, which provides partial support for a speaker or program that will be offered to professional staff across campus. For more information, visit <http://depts.washington.edu/psoweb/>.

### Our Mission

The Professional Staff Organization builds community, promotes communication, and represents and advocates for its membership throughout the University of Washington system.

### Five Year Vision

By 2019, PSO is the officially recognized representative for professional staff throughout the UW system. All professional staff identify as members of PSO and contribute financially and operationally to the organization and its work. The organization has championed and continues to effect positive changes for professional staff at the UW. PSO sponsors events, serves as a resource for professional staff, and meets regularly with key UW leaders to provide input and advocate for members. The organization has an office, supporting staff, and board members who receive release time for their service.

### Strategic Priorities for the next five years:

To achieve this five-year vision, we will focus on the following Strategic Priorities:

1. **Organizational Development** - Increase organizational capacity in order to more effectively represent professional staff.
2. **Communication and Coordination Regarding Human Resource Issues**- Improve communication and coordination with UW Human Resources, inform members of their employment rights, and educate

professional staff regarding professional development opportunities.

3. **Outreach and Membership building** - Expand active membership, improve internal communications, and provide new types of member support.
4. **Advocacy and Representation** - Increase visibility of PSO and increase the UW Administration’s consultation with professional staff on major issues facing the university.

*A few copies of the complete Plan will be made available for review at the PSO Autumn Meeting on November 2. The Plan will also be posted on the PSO website by the end of the quarter.*



## President Emmert to Speak at Autumn Meeting

We are very excited to announce that UW President Mark Emmert will be our guest speaker at the Autumn PSO meeting on November 2, in the HUB West Ballroom.

Light refreshments and socializing will begin at 11:30 a.m. President Emmert will join us at noon. He will talk about the challenges that face the University, his priorities, issues and strategies working with the Legislature, as well as how he envisions working with professional staff. There will be time after his remarks for questions.

We hope to see you there!

**Watch for a major renovation of the PSO website by the first of the year!**





## Contribution Agreement

Thank you for your interest in the payroll deduction contribution program. To participate in the program, you must be a permanent or temporary employee of the University of Washington and appointed as Professional Staff.

Please complete this form and mail to the PSO Treasurer, Ross McKenzie, Box 355726. Lump sum contributions may also be mailed directly to the treasurer.

NAME	(LAST)	(FIRST)	(MI)	UW I.D. NUMBER
POSITION TITLE	DEPT. NAME		MAIL STOP	CAMPUS PHONE
TRANSACTION TYPE:	<input type="checkbox"/> BEGIN MY DEDUCTION	<input type="checkbox"/> CHANGE MY DEDUCTION	<input type="checkbox"/> STOP MY DEDUCTION	
AMOUNT OF DEDUCTION PER PAY PERIOD (See PSO brochure or website for suggested amount based on annual salary.)				
<input type="checkbox"/> \$1.50 (MIN)	<input type="checkbox"/> \$2.00	<input type="checkbox"/> \$2.50	<input type="checkbox"/> \$3.00	<input type="checkbox"/> \$3.50
<input type="checkbox"/> \$_____ OTHER (\$.50 INCREMENTS)				
SIGNATURE _____			DATE _____	
By my signature, I hereby request and authorize the University of Washington to deduct the amount specified from my salary. I understand this deduction will start on the first pay period after the authorization is processed and continue for the duration of my employment, unless I elect to change the deduction amount or stop the deduction by notifying the Professional Staff Organization in writing.				
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*University of Washington*

**Professional Staff Organization**

# **Autumn Meeting**



**November 2, 2004**

**HUB, West Ballroom**

**11:30 a.m. - 1:00 p.m.**

**Keynote Speaker**

**UW President, Mark Emmert**

**Learn about the challenges facing the UW, President  
Emmert's priorities, and the issues and strategies  
in working with the State Legislature.**

**Light Refreshments will be Served!**

*PLEASE POST*