UNIVERSITY OF MICHIGAN
SCHOOL OF DENTISTRY - STAFF FORUM MISSION

I. MISSION
The Staff Forum’s mission is to help facilitate an environment that promotes professional development and communication to enhance staff morale. The Staff Forum is empowered by the Dean, upon his approval, to facilitate the implementation of ideas and activities that support staff’s endeavors and achievements that contribute to the School of Dentistry as a Great Place To Work.

The Staff Forum serves at the Dean’s pleasure and is not meant to replace or discourage other normal means of communication between staff employees and their supervisors, nor University practices, policies and procedures.

Staff includes the categories of Office, Technical, Bargained for Staff, and Professional/Administrative Staff.

II. POLICY

A. The School shall have a Staff Forum to seek input from staff employees and to represent staff in providing input and exchanging ideas with the Dean and the School’s Administration.

B. The Staff Forum membership shall be made up of staff who are employed in professional/administrative, office, bargained for and technical positions at 75 percent FTE or greater. Membership shall be determined by approximating proportional representation from units of the School also taking into consideration diversity (job classification, race, gender and ability, etc.).

C. The Department Chair and Department Administrator shall approve the membership of staff to be selected from each unit.

D. The Human Resources Director shall facilitate a nomination procedure every two years open to all eligible staff in which members of the Staff Forum are selected by their peers.

E. Members of the Forum shall be selected for staggered three-year terms to provide for continuity.

G. The Human Resources Director shall be an Ex-Officio non-voting member of the Staff Forum and serve as a resource.

H. The Forum shall meet once a month September through June. A reasonable amount of release time from work shall be provided for the meetings.

I. The School Administration shall receive annual end of the year report summarizing the activities of the Staff Forum. The Staff Forum reports to the Senior Associate Dean.