



DCU

Ollscoil Chathair
Bhaile Átha Cliath
Dublin City University

Our DCU Implementation Plan



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Introduction

Our DCU Implementation Plan was developed to support the delivery of Our DCU Framework which was published in December 2019.

The Framework outlined the University's ambition to be a welcoming, diverse community where people and ideas thrive. It identified five pillars that aim to support and focus our efforts to create a vibrant, cohesive staff community and culture, that is Our DCU. They are:

- Culture
- Connection
- Dialogue
- Recognition
- Wellbeing

Our DCU Implementation Plan outlines a series of objectives and actions against each of the five pillars. These are a reflection of the ideas and suggestions put forward by staff following a comprehensive programme of consultation, which included a staff engagement survey, a series of workshops across our campuses and an online forum using the DCU Fuse platform.

Our DCU Implementation Plan will be progressed to fulfill Our DCU ambitions.

GOAL: CULTURE

Objective	Actions	When	Owner
1. Build understanding of and connection with DCU's values through ongoing exploration of their application in employees' working lives	Develop a programme together with Senior Management, Living our Values .	Q3 2020	Senior Management and HR
	Initiate follow-on programme to cascade and embed the Living the Values programme to Heads of Department in the first instance and then more widely to all staff.	Q4 2020	Senior Management and HR
2. Integrate values-led consideration into recruitment, performance and promotion processes	Ongoing review of the Recruitment and Selection policies, processes and procedures to ensure that the values are appropriately reflected.	Q 3 2020	HR
	Consider how the University values can be integrated into the new revised Performance Review and Development scheme which is due to be rolled out in Quarter 2 2020.	Q1 2020	PRD Steering Group
	Integrate values as appropriate into the University promotion policies.	Q3 2020	Deputy President APC and Deans
3. Ensure that the physical work environment reflects and promotes the values	Ensure appropriate signage across campus reflects and promotes the University values.	Q 3 2020	COO Estates
	Publish and circulate the University Strategic Plan pamphlet to highlight the mission, vision and values to staff.	Q3 2019	President's Office Completed
4. Respond to other initiatives as appropriate which seek to promote the values of DCU	Further initiatives will be developed and confirmed following the Living the Values programme.	Ongoing	Senior Management and HR

GOAL: CONNECTION

Objective	Actions	When	Owner
5. Encourage and enable the practice of cross campus collaboration by promoting existing opportunities and by creating new ones	Designate a charity that the University as a whole (staff and student bodies) will support over a sustained period.	Q3 2019	President, Senior Management, HR completed
	Encourage staff to connect and share, through the provision of an annual half day networking event.	Ongoing	Senior Management and HR
	Hold one day Tidy Campus initiative.	Q3 2020	COO Estates
6. Engage staff across disciplines and campus through a year-round programme of social events, curated and developed by a staff social committee	Set up and support a staff social committee.	Q 3 2020	HR / Finance Budget Committee
	Hold Our DCU coffee mornings twice per year.	Biannually	HR and Senior Management
	Our DCU will sponsor certain social or cultural events that engage and bring staff together during the year.	Ongoing	Our DCU
7. Create social and work spaces that promote people and ideas coming together	Explore the creation of more open spaces and hot desks on all campuses.	Q 2 2020	COO Estates
8. Facilitate the mobility of staff between campuses through the provision of a dedicated transport option	Review the option of having a shuttle bus that operates between all three campuses.	Q 2 2020	COO Estates
	Publicise and promote on an on-going basis all the options available to staff to travel between campuses.	Q 2 2020	COO Estates

GOAL: DIALOGUE

Objective	Actions	When	Owner
9. Create and enable opportunities for dialogue, face-to-face and online, to ensure that all voices are heard	Set up and conduct annual Our DCU workshops for staff, aimed at sharing and generating ideas to support the continued development of Our DCU staff community.	Annually	HR /L&D
	Inform staff of technology solutions to cut down on travel time between campuses and facilitate virtual 'face-to-face' meetings	Q1 2020	COO / ISS
	Review, revise and reactivate SLACK, if appropriate	Q 1 2020	COO/ISS
10. Ensure staff at all levels are informed of key decisions, actions and events	Explore and establish the most appropriate mechanisms for general communication to and by staff.	Q3 2020	Comms Dept COO
	Develop a 'Decision and Actions' update communication for Managers (for dissemination to all staff)	Q3 2020	Deputy President
11. Create and enable opportunities for staff to think together on issues relevant to their work	Encourage staff to connect and share, through the provision of a half day faculty, school/departmental event per annum	Q4 2020	Deans and Heads of Departments

GOAL: RECOGNITION

Objective	Actions	When	Owner
12. Expand the portfolio of recognition awards and staff appreciation initiatives	Develop a Staff Recognition Awards programme that recognises and celebrates exemplary values-led behaviours, attitudes and contributions.	Q1 2020	HR
13. Ensure all staff enjoy parity of esteem and equality of opportunity for professional development and career progression	Publicise and promote the existing professional and career development opportunities to all staff and Line Managers	Q2 2020	HR / L&D
	Continue ongoing review of HR policies and procedures to ensure equity and fairness in their application for all staff.	Q2 2020	HR/L&D Heads of Departments

GOAL: WELL-BEING

Objective	Actions	When	Owner
14. Advance policies and practices that support flexible and respectful work arrangements	Continue and promote existing policies that support well-being	Ongoing	HR / D&I
	Develop an after-hours email policy	Q2 2020	HR
	Develop a policy / protocol regarding family friendly meetings times.	Q2 2020	HR
	Introduce and utilise technology to enable virtual meetings	Q1 2020	COO / ISS
15. Further develop and promote engagement with the DCU Employee Assistance Programme	Run annual information sessions regarding the benefits of the programme	Annually	D&I / HR
	Continue to promote the availability and use of the service to staff (and where appropriate, to staff on long term sick leave).	Ongoing	D&I / HR
	Explore potential one day events /seminars or programmes with Inspire (EAP Providers) to support Employee Wellness.	Ongoing	D&I / HR
16. Conduct biennial staff engagement survey to monitor and track results on key indices and gain insight to strengthen performance	Undertake a University wide biennial staff engagement survey, publish the results and take action as appropriate.	Biennially	HR
17. Develop and enable initiatives that encourage physical and mental well-being	Through the DCU Healthy Campus initiative, continue to implement existing health and wellbeing programmes eg. Mindfulness, and expand and grow the suite of initiatives available to staff across campus to promote optimal health and wellbeing.	Ongoing	Sports and Wellbeing L&D
	Develop and expand the suite of Learning and Development programmes to support staff health and wellbeing eg. Staying Well in Academia, Caring for an Older Relative	Ongoing	L&D / HR
	Develop and implement wellness and wellbeing initiatives as part of the University's Group Income Continuance Scheme membership renewal on a rolled, phased basis.	Q3 2020	HR

