

2011 BRINGING ADMINISTRATORS TOGETHER CONFERENCE

Motivating and Rewarding Employees

April 27, 2011 at 3pm

UIC UNIVERSITY OF ILLINOIS
AT CHICAGO

Empowering Performance & Achievement through Teamwork

Workshop Presenters

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Please ...

- Turn off cell phones.
- Avoid side conversations.
- Feel free to ask questions throughout the workshop.
- Sign the attendance roster.
- Complete the evaluation at the end of the workshop.

Workshop Objectives

- Review the importance of motivating and rewarding employees
- Identify simple practices to inspire and motivate employees (and the reasons to do so)
- Review formal recognition programs at UIC
- Share a tool to identify how employees like to be recognized
- Provide additional resources on rewarding and motivating employees

What Contributes to High Morale?

- Working in small groups, rank the following 10 items, in order of importance, in contributing to high employee morale:

Interesting Work	Appreciation and Recognition
Feeling “in on things”	Job Security
Good wages	Promotion and growth
Good working conditions	Personal loyalty
Tactful discipline	Sympathetic help with problems

What Employees Want From Their Jobs

1	Interesting Work
2	Appreciation and Recognition
3	Feeling “in on things”
4	Job Security
5	Good wages
6	Promotion and growth
7	Good working conditions
8	Personal loyalty
9	Tactful discipline
10	Sympathetic help with problems

Source: US Chamber of Commerce Small Business Center

How Do you Motivate Your Employees?

- Say “Thank You”
- Notice When Someone is Doing the Right Thing
- Get to Know Employees
- Allow for Flexibility in the Workplace
- Nominate Staff
- Professional Development Opportunities
- Encourage Staff Participation on Campus
- People Support What They Help Create
- One Size Does Not Fit All
- All Staff Deserve Recognition
- Group Recognition is as Important as Individual Recognition
- Have Fun!

Factors that Can Influence Employee Motivation

- Diversity in the Workplace
 - What diversity factors influence employee motivation?
- Employee Engagement
 - What makes an employee disengaged?
- Economy and State Fiscal Crisis
 - Little to no salary increases
 - Possible changes to pensions

Employee Performance Review and Development

- Year long process to engage the employee to work on goals and develop skills
- Visit <http://www.uic.edu/depts/hr/mycareer/>

Campus Wide Formal Recognition Programs at UIC

- Award of Merit
- Service Year Recognition
- Retirement Luncheon
- Janice Watkins
- CAPE
- WOW
- Inspire
- Luminary
- Woman of the Year

Employee Recognition and Motivation Survey

- Take time to complete yourself.
- Use it on your own staff to find out what they value and rewards tailored to them.

Employee Recognition Ideas

What are some creative ways to
reward your employees?

Questions / Concerns?