## Group Name
Voices of the Staff Network Team: **Leveraging Technology**

### Network Membership
- Team Members
- Facilitators and Advisors
- Network team members will select two representatives and one alternate from the group to serve on the Core Team

### Statement of Purpose
The Voices of the Staff network team for **Leveraging Technology** helps build a positive workplace culture for all by facilitating staff participation through regular dialogue between the team, stakeholders, and executive officers where the staff perspective will provide insight for building a welcoming university environment for all.

### Objectives
To examine the selected topic of **Leveraging Technology** by:
- Learning about technology tools available to staff to manage their professional and personal computing needs
- Identifying and acting on opportunities for using technology to enhance the current workplace, and the workplace of the future, for staff
- Exploring how technology can foster collaboration and communication
- Identifying technology gaps affecting the entire university community
- Exploring strategies for securing personal privacy
- Exploring where technology could be used to save resources and make us more sustainable
- Finding ways to share what is learned with the wider staff community

### Scope
**Discussions/activities might include:**
- Education about the topic through readings, guests, video presentations, etc.
- Examination of peer institutions’ successful practices technology solutions
- White paper exercises on technology of the future and applications to our various work environments

### Outcomes
**Outcomes may include (for illustrative purposes):**
- Serving as a sounding board to provide advice and counsel for technology initiatives.
- Suggesting to UHR and appropriate administrators, ideas to enhance technology for University staff members
- Developing ideas for new programs and preparing proposals and/or business cases for new ideas
- Implementing actions when they are in scope and approved

### Boundaries
**Exclusions:**
- Individual, local, and specific issues will not be addressed unless systemic
- Issues subject to collective bargaining will be respected
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<tr>
<th>Tasks/Activity Timeline</th>
<th>Deliverables</th>
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| • Monthly meetings or scheduled activities for network team members  
• By first meeting: discuss and establish responsibility for note taking  
• By second meeting: select two core team members and one alternate  
• Report Network activities at the Annual Network event | • Options to promote participation and regular attendance at meetings will be identified by team members at the start of each year  
• Agendas, attendance, and meeting notes stored on the Voices of the Staff Google + site  
• One or more topic-focused, value-added activities within each two-year time span  
• Quarterly status updates to the Program Management Team  
• Report on team activities on the VOICES Google Drive site |