

## Member Needs and Interest Assessment

In July 2017 a membership survey was distributed to the FSA listserv. 43 members participated in the survey, a response rate of approx. 57%. Members were able to identify interest in FSA leadership.

Themes from the survey results include:

- Word of mouth from colleagues, the UB Now article, and the Professional Staff Senate Listserv were the top 3 ways members found out about the LGBTQ FSA.
- Most members had not attended a FSA meeting within the last year and scheduling conflicts was the top reason why members did not attend a meeting.
- Availability to attend meetings or events varies, but many members indicated flexibility with work schedules. 4-5pm and 12-1pm were the top choices for meeting times.
- Members have a range of preferences in types of events they would like to attend. Generally, more members are interested in attending professional development, community service, or social events instead of attending business meetings.
- The majority of members are in favor of annual dues.

## Strategic Goals Brainstorm

Monthly FSA meetings in July, August and September 2017 were dedicated to reviewing the results of the membership survey. Members considered the FSA mission and goals while brainstorming strategic actions the FSA could take within the coming year to better fulfill the association's mission.

*The mission of the UB LGBTQ FSA is to contribute to and support a welcoming and inclusive university community for lesbian, gay, bisexual, transgender, queer faculty and staff through education, networking and advocacy. As an organization, we will focus on the following goals:*

- *Community Building - To provide opportunities to connect, socialize with, and support LGBTQ faculty and staff across the campus community.*
- *Visibility - Raising awareness of the presence and contributions of the LGBTQ FSA and the larger LGBTQ community at UB.*
- *Resources - To provide access to and information about resources and services within the UB campus, the greater Buffalo community, and other professional organizations and associations.*

In addition to identifying actions that could contribute to the mission, brainstorming discussion identified actions to enhance the function of the association related to funding and leadership.

## Strategic Planning

A steering committee of approximately 10-12 members was identified and met during September, October and November of 2017 to further review the membership survey results and consider the actions brainstormed at summer FSA meetings. By November 2017, the steering committee identified 20 actionable steps that were each linked with one of four overarching strategic goals. Action-specific content related to key performance indicators, cost and time frames for completion were added in December 2017. In February 2018, oversight teams for each action step were confirmed. Through the process of developing the plan, the steering committee acknowledges that some action steps may extend beyond 2018, but each action reflects a current priority for the association.

## **Community Building**

Offer opportunities to connect, socialize with, and support LGBTQ faculty and staff across the campus community.

- Offer family-oriented social events.
- Develop a partnership with the Pride Center of WNY.
- Explore the development of a mentoring program for faculty, staff and students.
- Engage with other Buffalo/WNY colleges and universities.
- Engage with SUNY colleagues.

## **Visibility**

Raise awareness of the presence and contributions of the LGBTQ FSA and the larger LGBTQ community at UB.

- Strategically communicate and partner with diversity-focused leadership.
- Strategically communicate with other campus units or groups, etc. (including, but not limited to Law School, School of Social Work, Human Resources, Faculty Senate, Professional Staff Senate, Intercultural and Diversity Center).
- Introduce FSA to new employees.
- Increase recognition of FSA among faculty and staff.

## **Resources**

Provide access to and information about resources and services within the UB campus, the greater Buffalo community, and other professional organizations and associations.

- Explore the development of a LGBTQ speaker/panelist clearinghouse.
- Develop professional development program series for members.
- Promote community resources.
- Advocate for increased resources for student LGBTQ services.

## **Organization and Performance**

Enhance the form and function of the association.

- Identify a leadership structure.
- Develop a constitution/bylaws/governing document.
- Explore membership dues.
- Identify permanent funding sources.
- Research grant opportunities.
- Determine a process for accepting monetary donations.
- Develop a means for managing an association budget.