

Employees



Employee Council

The Employee Council is a body composed of representatives of Open University management and staff, both administrative and academic. It was established to allow for dialog among employees and to increase cooperation among them. The Council is still in the process of formulating its activity areas as the representative body of Open University employees.

Among the issues addressed by the Council this year: Allocating special compensation to employees; participation of Council representatives in activities of the Environment Committee; OUI participation in tuition payment of children of employees; increasing the gift to women who gave birth; increasing the sum of loans to employees; the employee evaluation process; employee advancement tracks; implementing the recommendations of the committee that examined the status of the academic teaching staff; the academic employee evaluation process; the salary and position ranking system; the new credit system; continuing education and enrichment workshops for employees; pension and continuing education funds; employee retirement; employee participation in activities of the Department of Employee Wellbeing; selecting a supplier for the dining room.

Program for Development of Managers

This year the OUI began a unique program for development of senior administrative and academic managers. The University held a series of full-day workshops that were accompanied by external consultants. Ninety employees participated in two groups: a group of academic department heads and administrative directors that met nine times and a group of managers of large administrative departments and academic teaching staff representatives that met eight times. Two of the sessions were conducted with participants from both groups.

The program aimed to increase knowledge and awareness of both administrative and academic personnel and to enhance managers' ability to lead the OUI in achieving its goals. Topics were based on needs identified prior to the program and on issues raised during the sessions. The individual axis focused on management and leadership issues through workshops that analyzed roles, role perception and mutual relations between the individual, the role, role partners and the organization. The organizational axis addressed organizational issues common to all OUI managers and discussed managerial difficulties and challenges as well as ideas for improvement. Emphasis was placed on the importance of integration, information, problem solving and collaboration between various parts of the organization.



The OUI family bids farewell to the outgoing President

Following the workshops, two management forums were established: one of academic department heads and administrative directors that functions as a consultative forum convened at the request of OUI management; the second is a broader forum that includes all workshop participants that is planned to meet 1-2 times a year and to serve as a platform for reporting, shared learning and consultation.

Four taskforces made up of administrative and academic managers were also established. They submitted work plans to OUI management, most of which have already been approved for implementation in the coming year. The taskforces address the following general organizational issues:

- Organizational development aimed at managing all organizational development activities, sustaining achievements of the program and initiating further activities based on needs
- Improved academic-administrative interaction and solving implementation problems arising as a result of this interaction
- Leadership and management issues
- Strengthening the relationship between OUI goals and work plans

Two additional taskforces operated in the course of the program: one focused on defining the position of the academic department head and prepared a document to help new department heads in their initial stages in the position, and the second examined scheduling issues with respect to assignments and exams.

The participants evaluated the program positively and expressed the desire and need to continue processes initiated during the workshop. The taskforces will continue their activities in 2008-2009 with the aim of formulating additional recommendations and examining their feasibility. The forums will be convened for consultation, information sharing, learning and problem solving, and additional workshops on management skills in various fields will be offered.

Following the program, the various departments held activities on issues relevant to department functioning and professional consultants accompanied managers who asked to strengthen their management skills. As part of the employee evaluation process conducted successfully during the summer months, and due to the need to hone various management skills, administration and academic managers participated in workshops on giving and receiving feedback.

Computerized Human Resource Management System

Attendance system

Implementation of the Hilan PRO attendance system continued and a pilot was conducted to upload the system to the Intranet. About 400 employees can already view and update their attendance data online through the system. The system replaces manual attendance forms e-mailed to employees.

Employee file

The human resource component of the integrated management system was implemented, handling attendance, wages and personal data.

Opnai – Employee wellbeing portal

The University launched its expanded organizational employee wellbeing portal – *Opnai*. The new portal is based on an advanced Internet system that can be accessed from any computer connected to the Internet as well as through the OUI Intranet network. Contents include information about benefits and discounts on products and services (tickets to performances and cultural activities, vacation packages, home products, etc.); surveys; a photo gallery of employee events; an ad section for selling, buying, services, etc.

Employees awarded doctoral degrees

The Open University encourages its employees to study toward advanced academic degrees, especially members of the academic teaching staff. This year, ten employees were awarded doctoral degrees.

- **Ruti Gafni:** “A quality measuring methodology for mobile-wireless information systems,” School of Business Administration, Bar-Ilan University
- **Tammy Amiel-Houser:** “Fictional Otherness: Ethics and Literary Criticism,” School of Cultural Studies, Tel Aviv University (cum laude)
- **Avishai Ben-Dror:** “The Egyptian Hikimdariya of Harar and its Hinterland: Historical Aspects, 1875-1887,” Dept. of Middle Eastern and African History, Tel Aviv University
- **Naphtaly Shem Tov:** “Akko Festival as a Site of Struggle in the Theatrical and the Social Fields, 1980-2004,” Dept. of Theatre Arts, Tel Aviv University
- **Rebecca Schocken:** “Characterization and Evaluation of Speech Reading Support Systems for Hard-of-Hearing Users,” Management of Technology and Information Systems, Tel Aviv University
- **Odeya Kohen-Raz:** “The Dream as Mise-en-Abyme: Reflexivity and Guilt in the Cinematic Dream,” Dept. of Film and Television, Tel Aviv University
- **Aya Elishav-Barsky:** “*Kiddush Hashem* in Ancient Palestine: From Antiochus’s Decrees to Hadrian’s Decrees,” School of Jewish Studies, Tel Aviv University
- **Chen Cohen:** “Allocation of Prizes in Winner-Take-All Contests,” Department of Economics, Ben-Gurion University of the Negev
- **Mosi Rosenboim:** “Optimal Incentive Policy for Attracting Foreign Direct Investment,” Department of Economics, Ben-Gurion University of the Negev
- **Rima Shikhmanter:** “Autonomization Processes of the Israeli Literature System for Children and Youth A Case Study: *Davar Li’yeladim*, *Mishmar Li’yeladim*, and *Ha’aretz Shelanu* in View of the Transition from the *Yishuv* to the State of Israel,” Unit of Culture Research, Tel Aviv University

Distribution of employees in positions, by area of activity (September 2008)

Academic Staff	409.4
Academic departments, Office of the Dean of Academic Studies, Training department, Library, Academic Counseling and Study Guidance center, Research Authority, Academic Development unit, Evaluation department, various projects	
The Center for Information Technology in Distance Education – Shoham	31.4
Administration; Ofek; Telem; Informatics; Courseware and multimedia development; Tamid	
Large Study Centers	30.6
Haifa – Beit Biram, Beer Sheva – Beit Yatziv, Tel-Aviv – Ramat-Aviv, Wadi Ara – Givat Haviva, Jerusalem – The Malcha Technological Park; Study centers in Tiberia, Carmiel, Afula, Nazareth, Kiryat Haim and Eilat	
Teaching Services System	85
Administrative Center, Registration Center, Center for the Organization of Exams and Study Centers, Office of the Registrar, Information Center	
Operations Center	52.5
Warehouse and Distribution Center, Maintenance and Communications Department, Meshek, Lamda bookstore and marketing	
Publishing House	36.6
Production, Graphic design, Word processing, Copyediting and typesetting, Administration, Digital printing center	
Extra-Academic Units	83.6
Continuing Studies Administrative Center, Tafnit, Ascolot, DiAlog, Hasifa, Tafnitech, Meirav,	78.7
Diploma	4.4
School of Technology	5
Beit Daniel	
General Administration	58.6
Human resources	15
Planning and finance	36.8
Security and safety	3.8
Systems and maintenance	3
Computer Center	67.8
Administration, Technology, Computer infrastructure, Information systems and internet, Computer support	
OUI Management	9.9
Dean of Students	7.3
Public Relations	10
Resources and public relations, Marketing, Advertising, Friends of the Open University	
Total (Including employees on maternity leave and on sabbatical)	887.2