

# 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 discussed this year at Council meetings:** Employee evaluation, employee promotion, the recommendations of the Committee examining the status of the academic teaching staff, the academic employee evaluation process, the salary and position ranking system; the new credit system; review of tutors' contracts, continuing education and enrichment workshops for employees, pension and continuing education funds, employee retirement, social welfare department activities, catering at Kfar Hayarak.

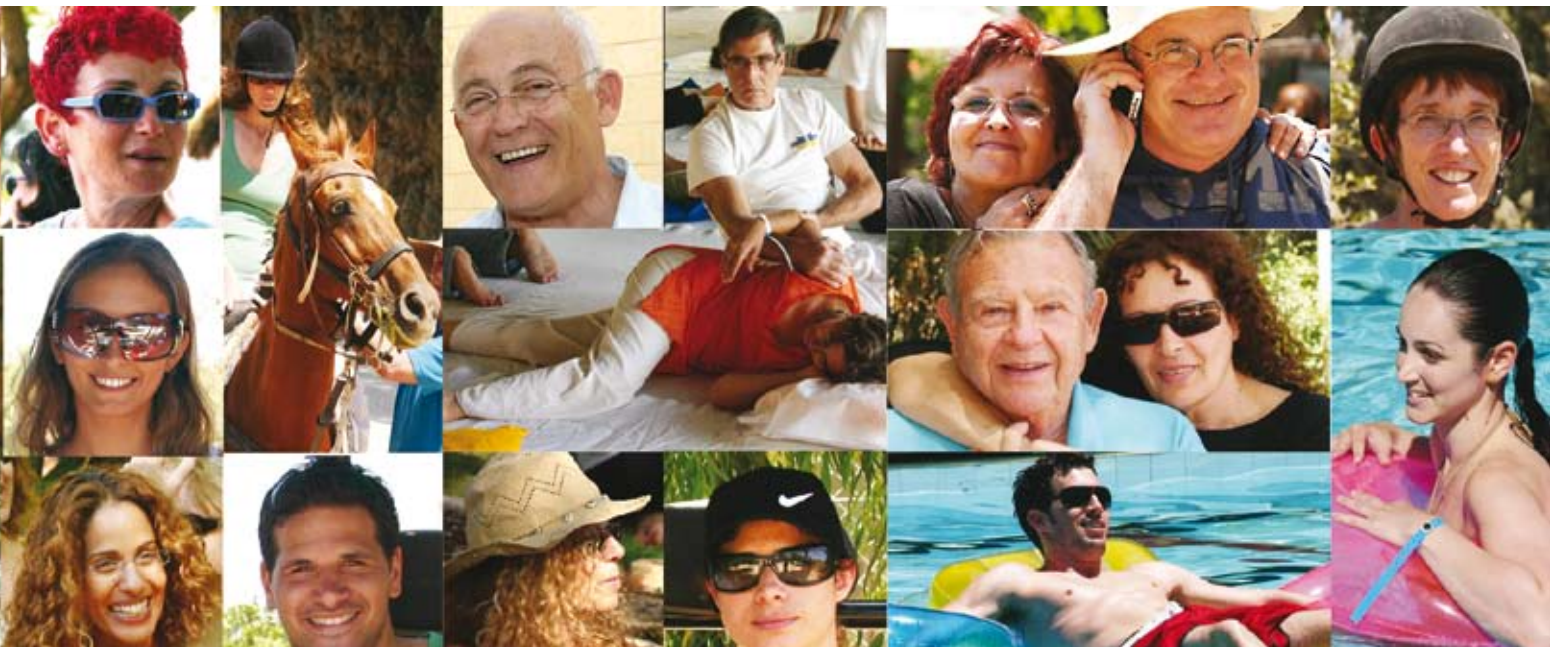
## Program for Development of Managers

The evaluation process conducted in the administration departments in 2004-2005 and analysis of the issues found to require improvement, underscored the need for an ongoing management development process. A joint team from the human resources administration and the evaluation and training departments examined, identified and mapped the various needs in this area. A program concept was formulated and an external company was selected to monitor the process.

The program is part of a systemic approach that seeks to empower those in management positions and to train and harness them to achieve personal-managerial development aims, to fulfill OUI goals, and primarily – to discover the congruence between them. Insofar as possible, the program was adapted to the specific needs of the organization and of the managers and underscores applicable learning and analysis of complex managerial situations.

Two management groups participate in the program: a group of academic department heads and administrative directors who began the program in July 2007, and a group of managers of large departments and academic teaching staff representatives who will begin the program in October 2007.

The OUI invested extensive thought and resources in the program and demand was high. We view the program as a challenge and an opportunity for managerial growth and development and hope to continue to maintain the process in the coming years.



### **Changes in the Employment of the Academic Teaching Staff**

During the year we addressed the change in the model of employment of the academic teaching staff based on the principles formulated by a Committee headed by OUI President, whose recommendations were approved in December 2006. The employment terms of more than 100 employees who chose to switch to the new system were modified and improved. We are also currently implementing another decision included in the reform program aimed at enabling course coordinators to fix their position scope. This year, for the first time, we also implemented the decision to reward academic teaching staff for tutoring an additional study group, beyond what their contract demands.

### **Improvement of Social Benefits for Employees**

In this dynamic period in the pension plan market, we are expanding our involvement in the various employee pension plans. While following the changes taking place in this field, we are improving the pension plan and insurance policy terms offered to OUI employees.

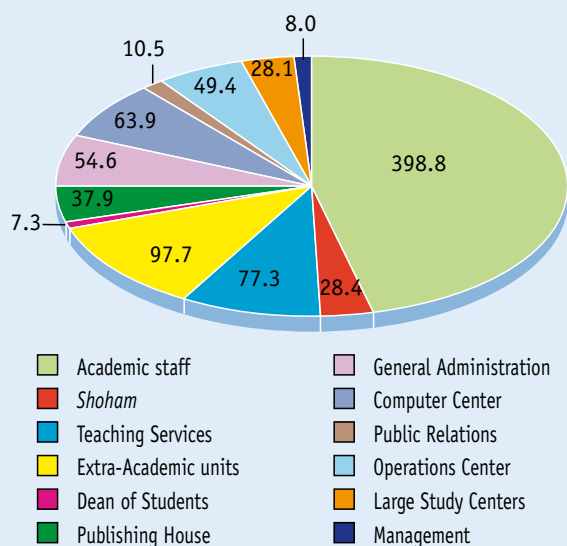
### **A New Information System for Human Resource Management**

The Open University adopted the Hilan PRO system, a comprehensive modular information system for overall management of human resources. It is used for the administration of employee recruitment, personal files, evaluation, salaries, attendance and social welfare. The attendance system began to operate this year. The remaining components of the system will become operational in the coming year. In February 2007, the OUI began an interim stage of stabilizing the attendance system that automatically processes the data and presents them in the employee's pay slip. In the coming months, the final stage of the system, the Intranet stage, will be operational, enabling employees to view and update their attendance data online. The new system provides easier attendance reporting and control to employees that are not physically in the office or whose job entails extensive travel. From the University's perspective, the system will eliminate the need to manually handle large amounts of paper.

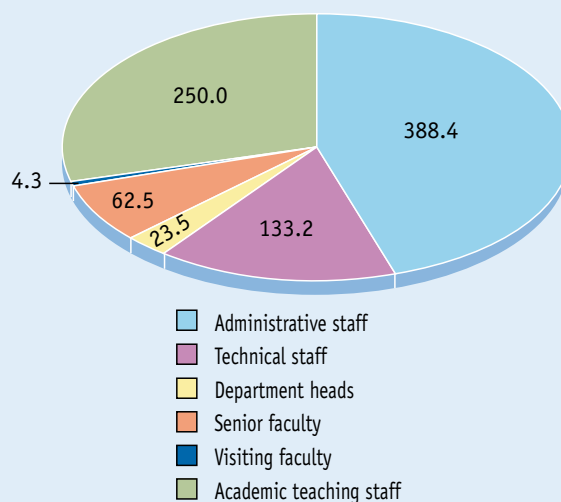
### **Daytime Cultural Events**

The noontime concert series has become a tradition. The audience is mainly composed of OUI employees, who are joined by visitors, some of whom reside in the neighborhood.

**Distribution of employees, in positions**



**Classification of employees, in positions**



### Employees awarded doctoral degrees

The Open University encourages its employees to study toward advanced academic degrees. This year, ten employees were awarded doctoral degrees. Most are coordinators of academic courses in the various departments.

**Barak Chizi:** "On dimensionality reduction of high dimensional data sets," Dept. of Industrial Engineering, Tel Aviv University

**Galit Gordon:** "Respondents' behavior in surveys of minority-majority attitudes in divided societies: A comparison between telephone and face-to-face surveys among Arabs and Jews in Israel," Dept. of Sociology and Anthropology, Haifa University

**Eldad Kedem:** "The kibbutz and Israeli cinema 1930-2006: Representation, genre and nomadic interpretations," Dept. of Media Studies, University of Amsterdam

**Anat Maor:** "The logic and politics of parliamentary initiatives: 'Private' legislation in the Knesset, 1992-2003," Dept. of Public Policy, Tel Aviv University

**Hagit Meishar-Tal:** "The internet and social space dynamics: Globalization, networking and virtualization," Dept. of Geography, Haifa University

**Hilly Moodrick Even-Khen:** "The Influence of Combating Terrorism on the Distinction between Combatants and Civilians in International Humanitarian Law," Faculty of Law, Hebrew University of Jerusalem

**Raz Mustigman:** "From the Mount of Olives to Immer: The historical significance of a collection of traditions on destruction from the sugya 'and Bethar was captured' in the Palestinian Talmud," School of Jewish Studies, Faculty of Humanities, Tel Aviv University

**Milly Perry:** "Knowledge management as a mechanism for large-scale technological and organizational change management in Israeli universities," Dept. of Information Science, Bar-Ilan University

**Maoz Rosenthal:** "Political instability as a strategic choice: The underlying logic of pluralist democracy," Dept. of Political Science, Tel Aviv University

**Noga Sverdlík:** "The nature of internal value conflicts: Types of conflicts and their links to affects," Dept. of Psychology, Hebrew University of Jerusalem

**Distribution of employees in positions, by area of activity (September 2007)**

<b>Academic Staff</b>	<b>398.8</b>
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	
<b>The Center for Information Technology in Distance Education – Shoham</b>	<b>28.4</b>
Administration; <i>Ofek</i> ; <i>Telem</i> ; Informatics; Courseware and multimedia development; <i>Tamid</i>	
<b>Large Study Centers</b>	<b>28.1</b>
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	
<b>Teaching Services System</b>	<b>77.3</b>
Administrative Center, Registration Center, Center for the Organization of Exams and Study Centers, Office of the Registrar, Information Center	
<b>Operations Center</b>	<b>49.4</b>
Warehouse and Distribution Center, Maintenance and Communications Department, <i>Meshek</i> , Lamda bookstore and marketing	
<b>Publishing House</b>	<b>37.9</b>
Production, Graphic design, Word processing, Copyediting and typesetting, Administration, Digital printing center	
<b>Extra-Academic Units</b>	<b>97.7</b>
Continuing Studies Administrative Center, <i>Tafnit</i> , <i>Ascolot</i> , <i>DiAlog</i> , <i>Hasifa</i> , <i>Tafnitech</i> , <i>Meirav</i> , <i>Diploma</i>	89.7
School of Technology	3
Beit Daniel	5
<b>General Administration</b>	<b>54.6</b>
Human resources, Planning and finance, Security and safety	
<b>Computer Center</b>	<b>63.9</b>
Administration, Technology, Computer infrastructure, Information systems and internet, Computer support	
<b>OUI Management</b>	<b>8.0</b>
<b>Dean of Students</b>	<b>7.3</b>
<b>Public Relations</b>	<b>10.5</b>
Resources and public relations, Marketing, Advertising, Friends of the Open University	
<b>Total (including employees on maternity leave and on sabbatical)</b>	<b>861.9</b>

**Tutors, Instructors and Lab Assistants**

During the academic year, the Open University employs tutors, instructors and lab assistants. Last year, the University employed some 1,400 tutors in academic courses.