



Employee Voice Survey Executive Summary

Spring 2012

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Skyline College

Table of Contents

	Page
Introduction	3
Overview	3
Purpose	3
Survey Population	3
Instrumentation	3
Methodology	4
Implementation	4
Respondent Profile	4
Interpreting the Results	4
The Findings	5
Conclusions	15
Recommendations	16
Appendix	17
A. Data Table	17
B. Survey Instrument	37

Introduction

Overview

Skyline College is scheduled for an accreditation site visit in Fall 2013 using the accreditation standards required by the Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WASC). The self-study process requires an examination of college-wide performance and effectiveness using evidence that might demonstrate existing and future trends. One source of evidence is an employee perception study in which all full-time and part-time employees (i.e., faculty, staff and administrators) are asked to provide feedback on work-related issues and the campus environment.

Purpose

The purpose of this survey study was to measure employee perception and satisfaction with the Skyline College work environment as they related to the following six dimensions: 1) Institutional Commitment, 2) Dialogue, 3) Evaluation, Planning and Improvement, 4) Institutional Integrity, 5) Organization, and 6) Student Learning Outcomes. The results from the survey will be used to inform responses to the accreditation standards and for other college-wide planning and improvement efforts. The survey will also be useful for establishing benchmarks for future studies and for evaluating the college's mission, goals and strategies.

Survey Population

The survey sample was a census in which all employees were invited to participate, including full-time and part-time classified staff, faculty and administrators. Of a total of 495 employees invited to take the survey, 169 responded. The final response rate was 34 percent.

Instrumentation

The employee voice survey used was first developed and validated by the Accreditation Steering Committee and the Institutional Planning Committee in Spring 2006 and tested for reliability during Summer 2006. Some of the items were newly created, while others were drawn from previous surveys. In order to compare some of the results of the survey, a number of questions were taken from the Skyline College Classified Staff Institutional Survey in 2000, and a few others were taken from the College of San Mateo's Classified Staff Survey and Faculty and Administration Survey in 2005. The survey included 79 items rated on a five-point Likert scale, with five indicating complete agreement with the item, and one indicating complete disagreement. In addition, there were five demographic questions and two open-ended comments.

Methodology

In order to maintain confidentiality and ensure easy access to the survey, Zoomerang was used to create an online version of the survey. Data was collected through Zoomerang, downloaded and analyzed using Microsoft Excel. Throughout the process, the Office of Planning, Research, and Institutional Effectiveness had sole access to the data.

Implementation

Communications. All of the shared governance groups, the college leadership, and management were informed and connected to the process through continuous communication as follows:

1. Electronic pre-notifications to employees.
2. Discussion of the survey in committee meetings.
3. Executive summary report of results and oral briefings.

Administration. The surveys were made available online to all employees in May 2012. The Office of Planning, Research and Institutional Effectiveness (PRIE) emailed all Skyline College Employees a message concerning the administration of the survey and provided them all with a URL for the survey. In addition, reminders of the survey were included in the weekly editions of Skyline Shines—a publication produced by the Office of the President.

Respondent Profile

The majority of survey respondents were female (63%) and/or white (60%). Fifty-three percent have worked at Skyline College for more than ten years. Most respondents worked in instruction (64%) or student services (23%), and were full-time faculty (39%), part-time faculty (26%) or full-time classified (23%).

Interpreting the Results

Findings are reported by survey dimension: Institutional Commitment; Dialogue; Evaluation, Planning and Improvement; Institutional Integrity; Organization; and Student Learning Outcomes. Items with the most and least favorable ratings in a dimension are reported as a way to distinguish the most salient perceptions. A summary of related comments for each dimension is also provided.

When interpreting the data, it is important to maintain two perspectives. One, it is important to understand the scale to which respondents gave an item a favorable or unfavorable rating. For instance, a least favorable rating with a value of seven percent indicates that while this is the least favorable item within that dimension, few gave it an unfavorable rating. Second, because the five-point Likert scale provided a “neutral” option of somewhat agree/disagree, it cannot be assumed that those who did not indicate a *favorable* rating did so because they indicated an *unfavorable* rating. For example, seven percent of respondents giving an unfavorable rating to a specific item does not translate to 93 percent indicating a favorable rating—as many may have indicated somewhat agree/disagree.

The Findings

Overall Ratings

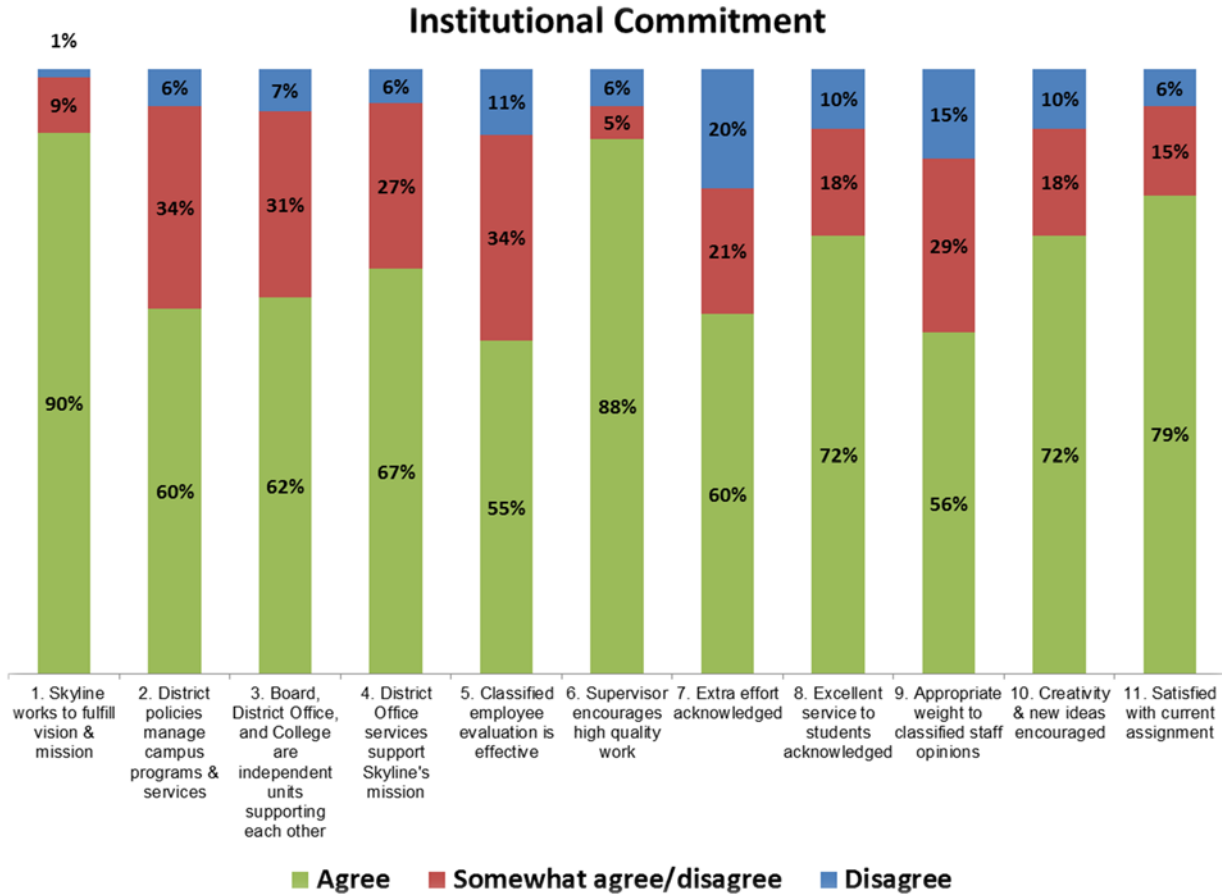
Institutional Commitment

The items that comprised the Institutional Commitment dimension examined the commitment of the district and college to Skyline College's mission. The items regarding the district asked respondents to rate the district's support of the college's mission (e.g. policies provided effective management of programs and services, fair distribution of resources and necessary services). The items regarding the college asked how well Skyline College worked toward fulfilling its vision and mission and whether the college was supportive of individual employee efforts (e.g. encouraged high quality work and creativity, acknowledged extra effort and excellent service to students, valued opinions of classified staff, and evaluated classified employees effectively).

Results. The item regarding Skyline College's work toward fulfilling its vision and mission received the most favorable rating (90 percent agreed/completely agreed). This represents an eight percentage point increase from 2006. Also rated favorable were the items regarding supervisory encouragement to employees to do high quality work (88 percent) and employees overall satisfaction with their current assignment (79 percent). Both of these represent increases from the 2006 Employee Voice survey.

The item within this dimension receiving the most unfavorable rating compared to the other ten Institutional Commitment items was the one relative to recognizing extra effort by employees (20 percent disagreed/completely disagreed). Also with relatively high unfavorable ratings within this dimension were items specific to the weight given to the opinions of classified staff (15 percent), and the effectiveness of classified employee evaluations (11 percent). However, for each of these items, the percent of respondents giving an unfavorable rating is less than their 2006 values.

Related Comments. Many survey respondents commented about Skyline College's commitment to its students and their success. Respondents frequently mentioned the students-first mentality of the college and the strong commitment to meeting students' needs. Additional comments were made regarding the overall feeling of community in the college and some strong relationships that exist among colleagues. The fact that item #7 in this dimension was given a favorable rating by only 60 percent of respondents may indicate extra work by staff and/or faculty to help students often goes without recognition.



Dialogue

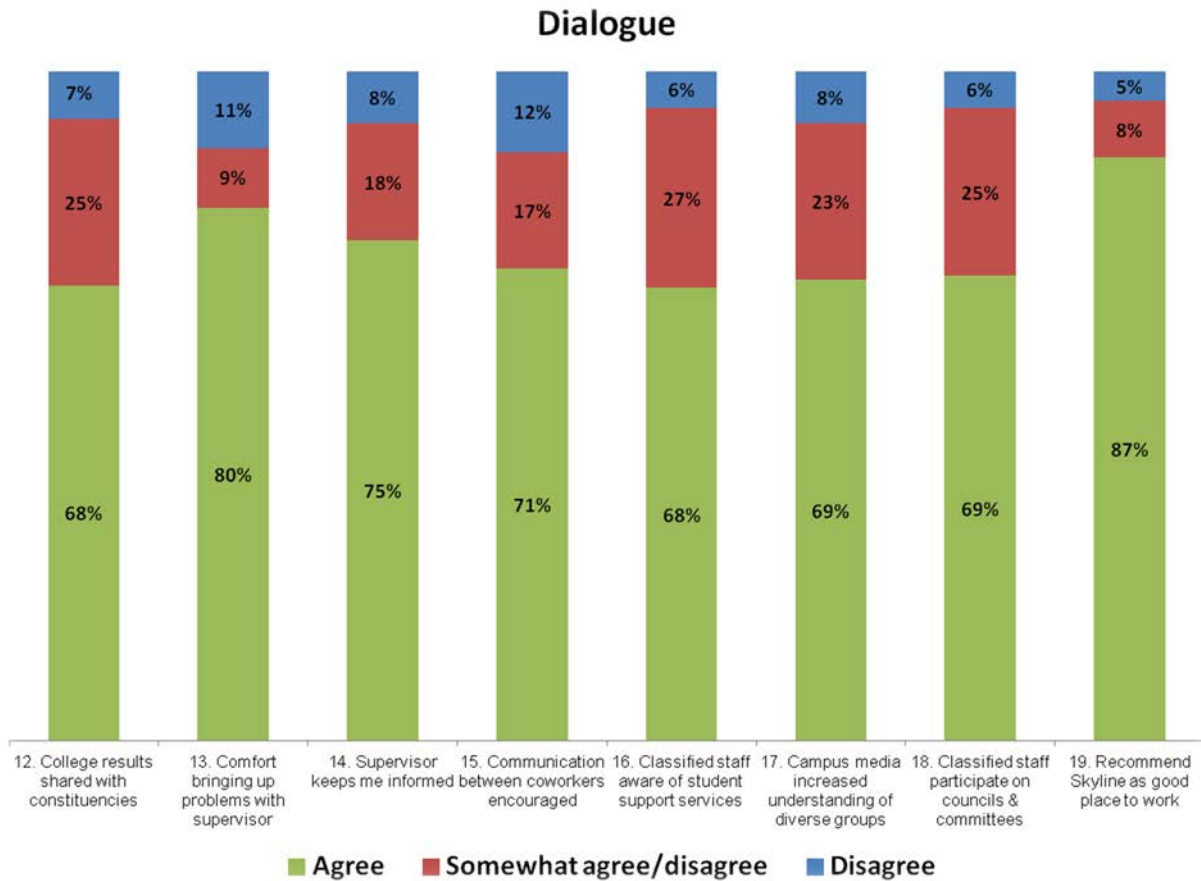
The items that comprised the Dialogue dimension examined the effectiveness of communication on campus. These items covered communication between employees and supervisors (e.g. comfort with bringing up problems, being informed of matters that affect them) as well as among coworkers. Questions also inquired on the extent to which campus communications reached employees (e.g. results of college goals are shared with constituents, awareness of student support services, materials in campus media) as well as the extent to which employee opinions were shared with management (e.g. opportunities to participate on college councils and committees).

Results. As with the 2006 survey, the item asking whether the employee would recommend Skyline College as a good place to work received the most favorable rating (87 percent agreed/completely agreed). Employees feeling comfortable bringing up problems to their supervisor and feeling their supervisor keeps them informed also received high ratings (80 and 75 percent, respectively). Again, both percentages represent increases from 2006.

In terms of unfavorable ratings, item #15 which relates to communication between coworkers being encouraged received the most unfavorable rating in this dimension. Of all respondents, 12 percent disagreed/completely disagreed with this item. Similarly, 11 percent of respondents disagreed/completely disagreed with feeling comfortable bringing up problems to their

supervisor. Although both of these items also received the highest unfavorable ratings in 2006, these 2012 ratings are at least three percentage points less than the previous findings.

Related Comments. Many survey respondents commented on the collegiality and can-do attitude among staff and faculty at Skyline College. There was widespread agreement in the comments that Skyline College was a friendly and supportive environment and one in which colleagues helped and respected one another. Many comments discussed how there was good communication regarding college goals, decisions and plans. However, some mentioned the need for greater collaboration across multiple levels. For instance, collaboration between divisions and departments, administration and faculty, and among adjunct faculty could help fully identify student needs and promote more effective strategies.



Evaluation, Planning and Improvement

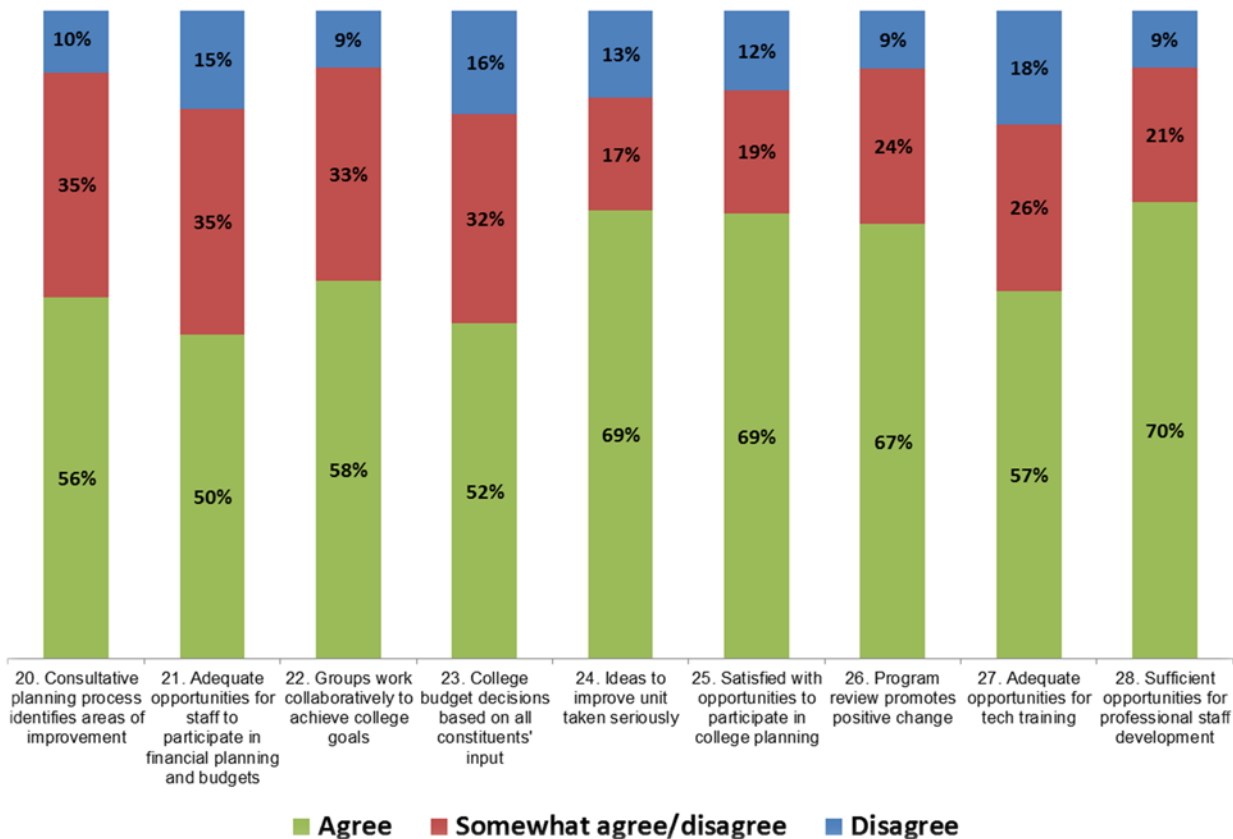
The items that comprised the Evaluation, Planning and Improvement dimension examined the efficacy of the process at Skyline College. Items asked about the involvement of all constituency groups in the decision-making process (e.g. identifying areas of improvement, developing financial plans, making budget decisions, collaborating to achieve college goals, taking employee ideas seriously, participating in college-wide planning). Items also asked about the effectiveness of program review and opportunities for individual professional growth (e.g. training in technology, staff development).

Results. Sufficient opportunities for staff development (70 percent), ideas to improve unit are taken seriously (69 percent), and satisfied with opportunities to participate in college planning (69 percent) are the three items receiving the highest favorable rating in this dimension. Program review promoting positive change also received a high favorable rating with 67 percent of respondent answering agree/completely agree. Each of these outcomes represents an increase from 2006.

Among the nine items in this dimension, the item with the highest unfavorable rating illustrates that 18 percent of respondents disagree/completely disagree with there being adequate opportunities for training in technology. College budget decisions being based on all constituents’ input receive the next highest unfavorable rating at 16 percent. Although the latter represents a four percentage point decrease from 2006, the former represents a four percentage point *increase* from 2006 findings.

Related Comments. Many comments on the survey described the environment at Skyline College as collegial and dedicated to improving the work of faculty and staff. Although the shared governance process was mentioned as a strength and that it helps promote a feeling of inclusiveness, some comments suggested the ideas/opinions of all constituencies were not given consideration. In addition, respondents suggested the college be more selective in the initiatives it chooses to pursue as well as provide more flex-time for committee work.

Evaluation, Planning and Improvement



Institutional Integrity

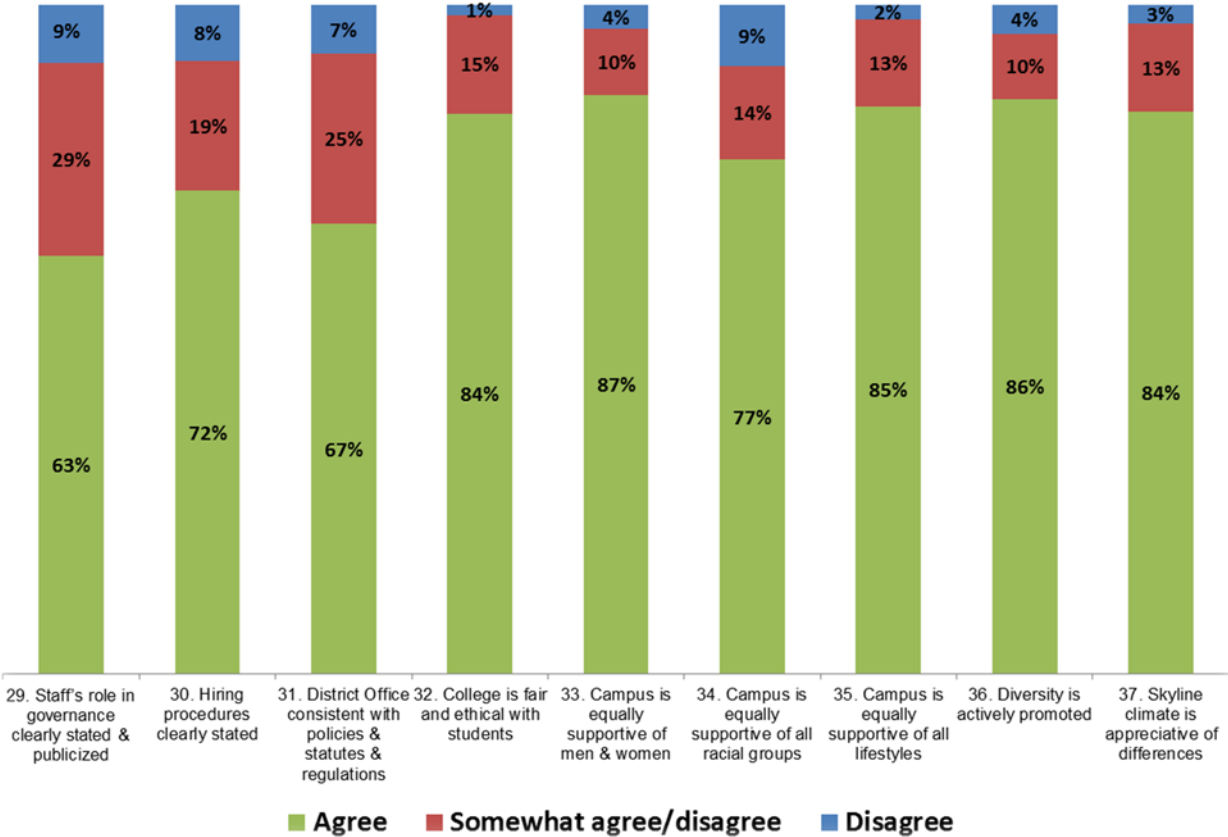
The items that comprised the Institutional Integrity dimension examined the integrity of the shared governance process, hiring practices, and diversity. Items asked about the role of staff in institutional governance (e.g. role is clearly stated and publicized, role is substantive and defined, participation in the decision-making process is encouraged), the hiring procedures and policies (e.g. clearly stated and fair procedures, commitment to employee equity and diversity, sufficient opportunities for promotion), and the promotion of diversity on campus (e.g. equal support for all genders, racial/ethnic groups, and lifestyles, campus climate appreciative of differences).

Results. Five of the 18 items in this dimension had over 80 percent of respondents agreeing or completely agreeing with the statement. The highest was campus equally supporting men and women—87 percent of respondents gave it a favorable rating. The next highest was diversity is actively promoted (86%) and then campus equally supportive of all lifestyles (85 percent).

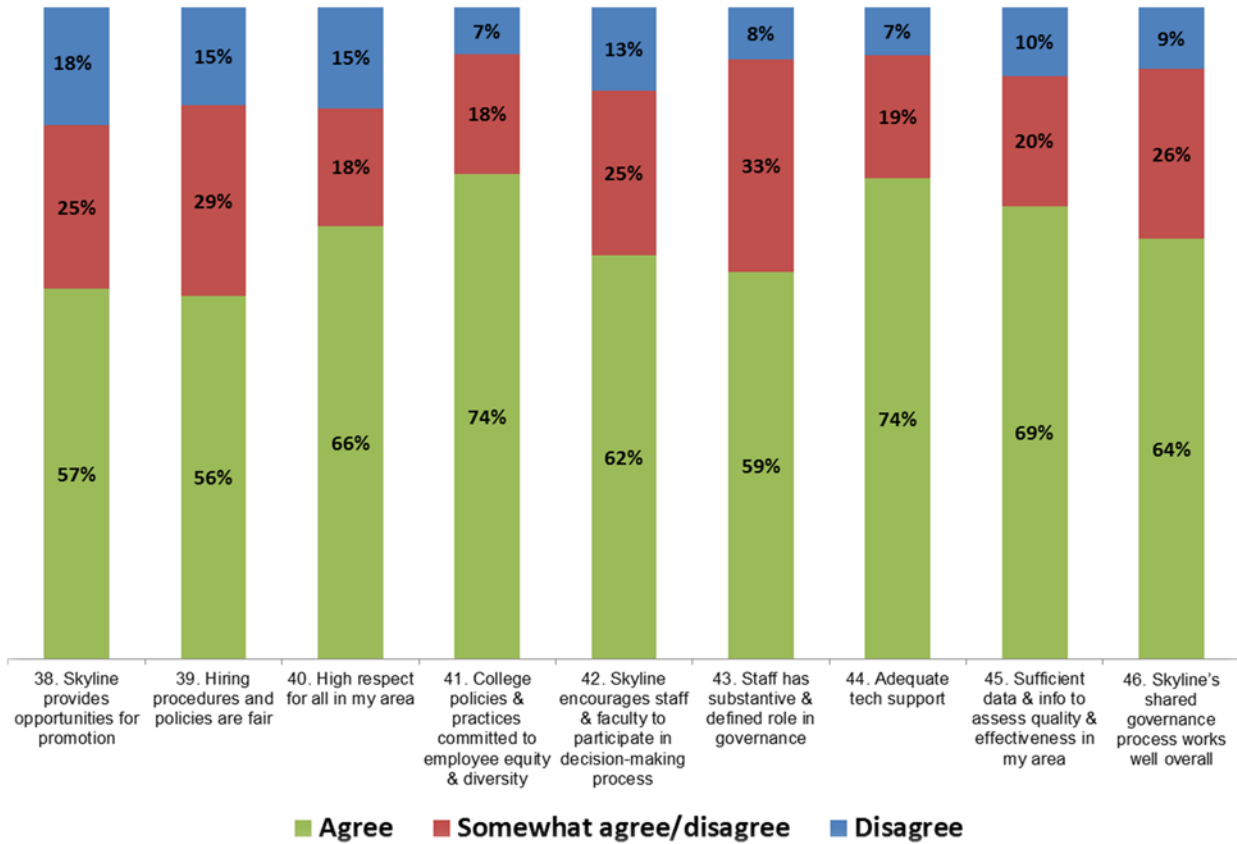
Receiving the largest unfavorable rating within this dimension is the item relative to Skyline College providing opportunities for promotion. Here, 18 percent of respondents disagreed or completely disagreed with this statement. The next highest items were “hiring procedures and policies are fair” and “there is high respect for all in my area”. In both cases, 15 percent of respondents disagreed or completely disagreed with the respective statement.

Related Comments. As mentioned previously, many commented on shared governance being a positive aspect of the college and that the faculty and staff were supportive of each other. Supporting this is the fact that respondents commented on the diversity of the campus and the overall culture and environment of tolerance and inclusivity being a strength of the college. Nevertheless, some comments discussed the need for additional faculty and staff to be hired in order to be more effective in their work.

Institutional Integrity



Institutional Integrity



Organization

The items that comprised the Organization dimension examined the adequacy of campus facilities and safety. The items asked respondents to rate their satisfaction with campus facilities (e.g. classrooms, assigned workspace, staff parking, handicapped access, maintenance). The items also asked respondents to rate their access to safety information (e.g. crime and accident prevention, disaster preparedness) and their confidence in the abilities of security personnel (e.g. answer questions about safety and security, conduct criminal investigations).

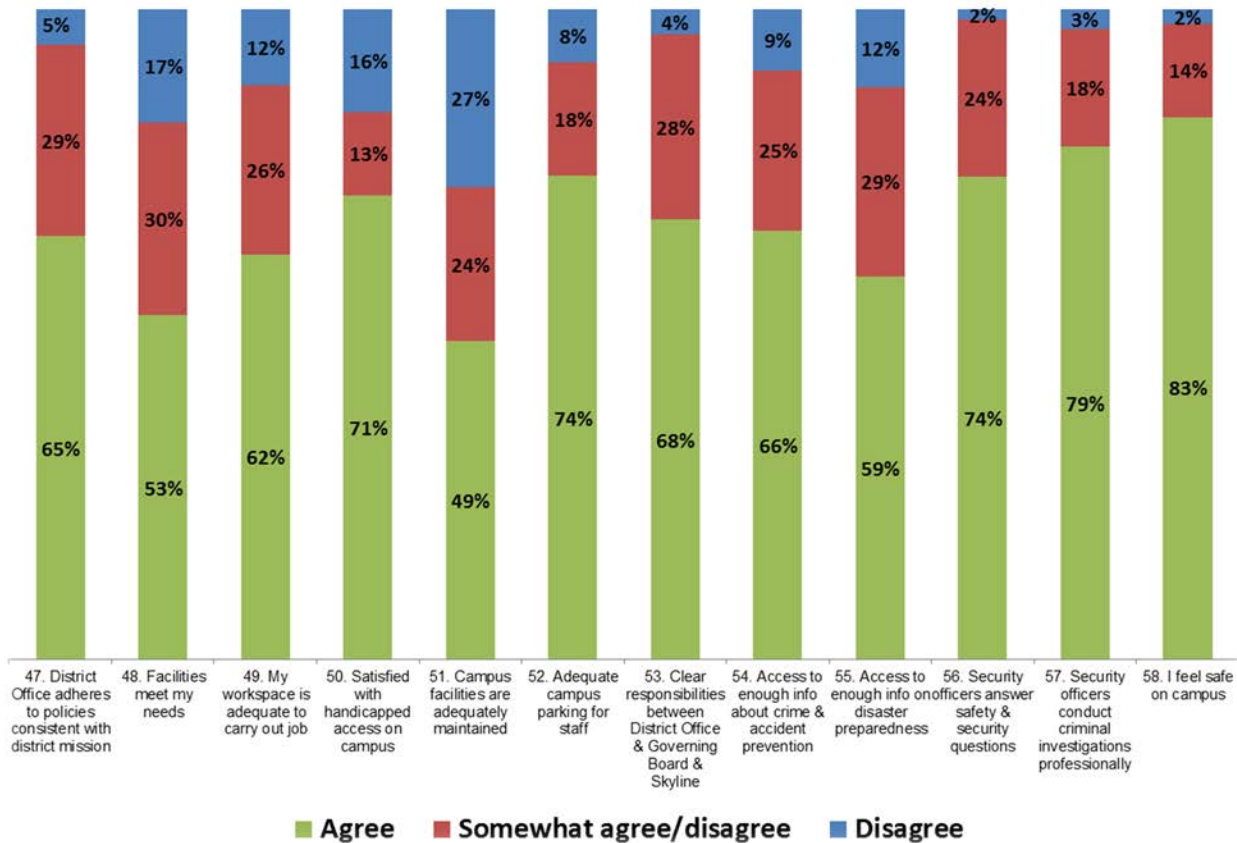
Results. Feeling safe on campus received the highest favorable rating in this dimension with 83 percent of respondents agreeing or completely agreeing with this statement. The next highest item (with 79 percent of respondents agreeing or completely agreeing) states that security offices conduct criminal investigations professionally. With 74 percent of respondents giving a favorable rating, the next highest items are security officers answer safety and security questions, and there is adequate campus parking for staff.

The item with the most unfavorable rating among the 12 items here shows 27 percent of respondents disagreeing or completely disagreeing with campus facilities being adequately maintained. This is followed by facilities meeting the needs of respondents (17 percent gave an

unfavorable rating) and satisfaction with handicapped access on campus (16 percent gave an unfavorable rating).

Related Comments. While some respondents made positive comments regarding the campus, its facilities, and its location, many suggested areas of improvement. Specifically, the cleanliness of the facilities was often mentioned. Cleaner bathrooms, classrooms, stairwells, and overall building maintenance were mentioned in multiple instances. Supporting this sentiment is the fact that only 49 percent of respondents felt campus facilities were adequately maintained (item #51). In terms of possible new facilities, multiple comments mentioned the need for a new Arts complex.

Organization



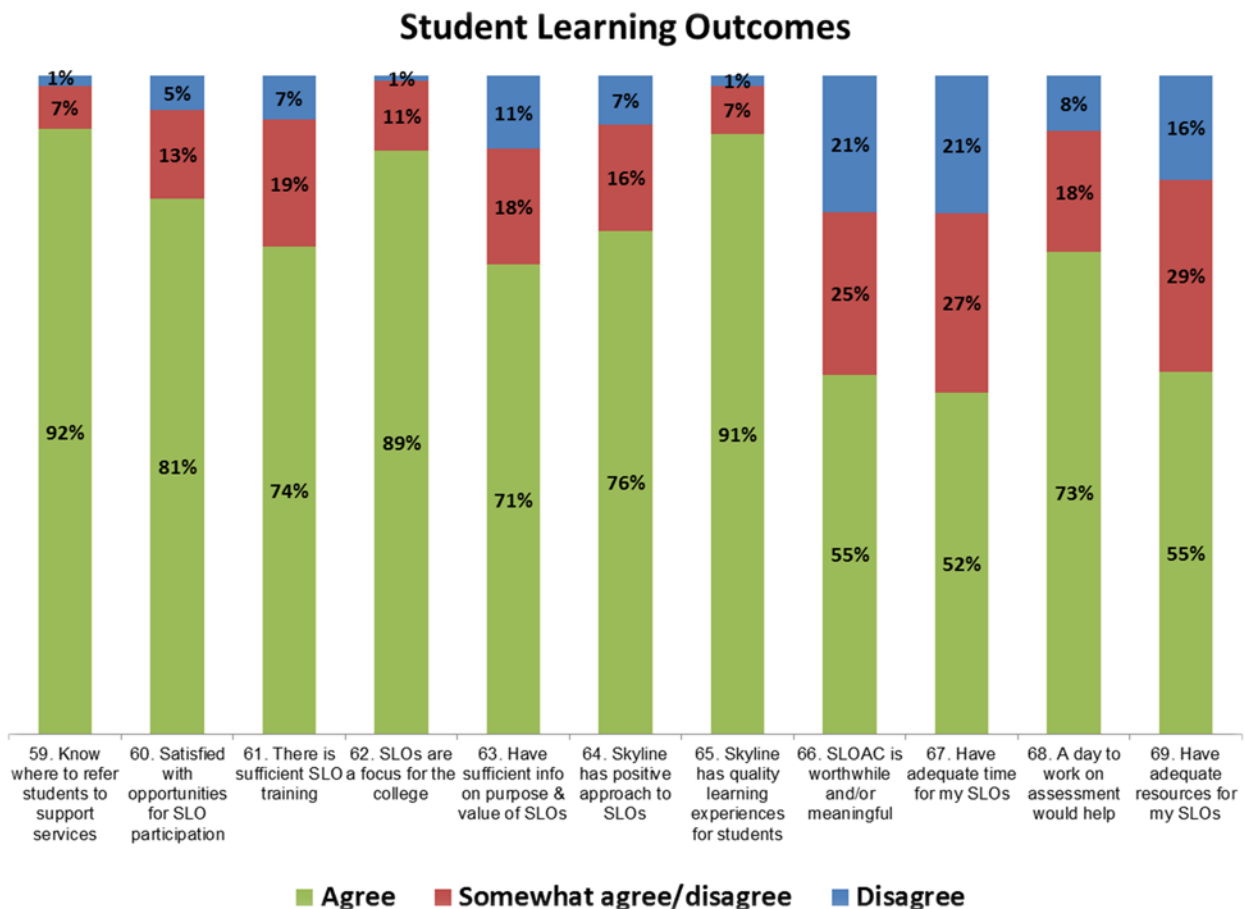
Student Learning Outcomes

The items that comprised the Student Learning Outcomes (SLOs) dimension examined their role on campus. Items asked about the attitude of the campus toward SLOs (e.g. making SLOs a focus, taking a positive approach toward their implementation), sufficient time and resources for the SLOs (e.g. sufficient training, opportunity to participate, clear guidelines for assessment), and how SLO assessment is used to inform decisions (e.g. engage faculty about assessment results, use results to inform resource requests).

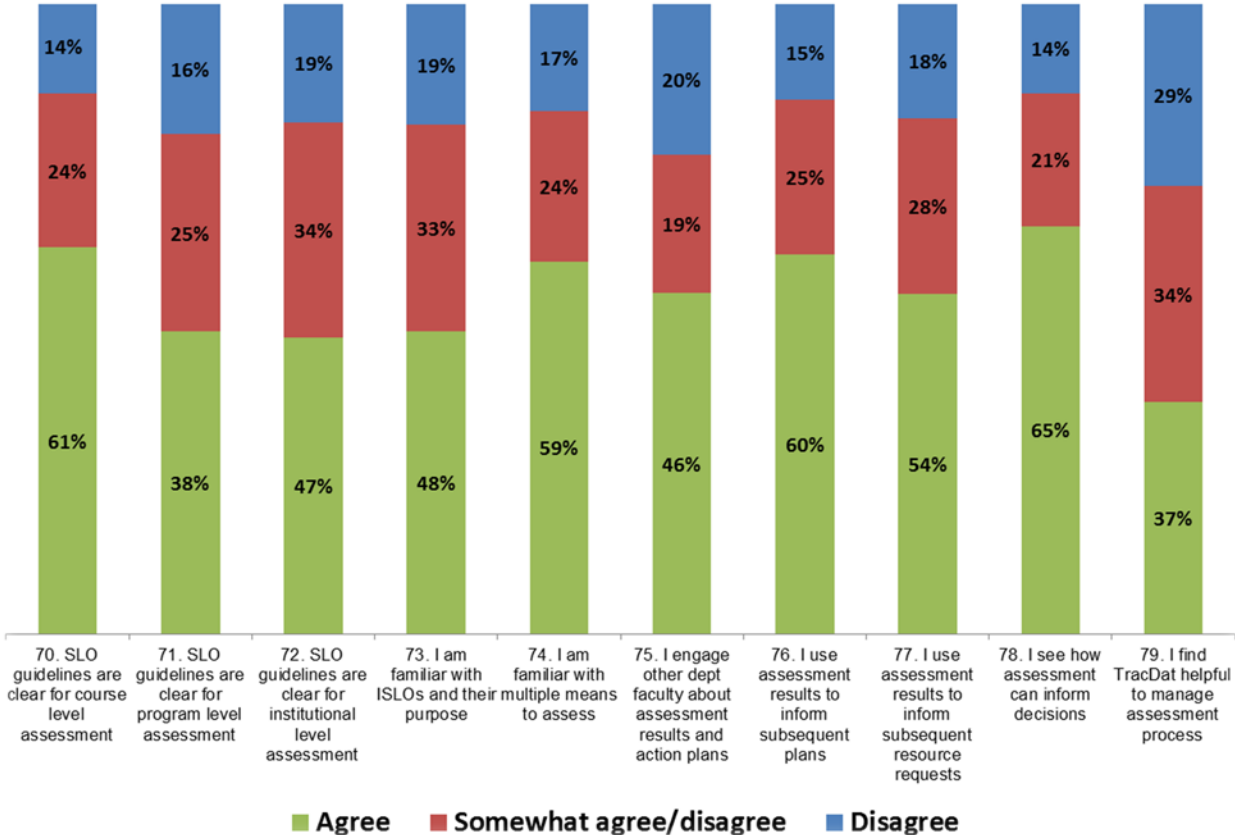
Results. With 92 percent of respondents agreeing or strongly agreeing with knowing where to refer students to support services, this item received the highest favorable rating in this dimension. Skyline College having quality learning experiences for students was next with 91 percent of respondents giving it a favorable rating. The item with the third highest favorable rating is SLOs being a focus for the college with 89 percent of respondents agreeing or completely agreeing with this statement.

Finding TracDat helpful to manage the assessment process received the highest unfavorable Student Learning Outcome rating as 29 percent of respondents disagreed or completely disagreed with this statement. The items with the next two highest unfavorable ratings spoke to respondents feeling the Student Learning Outcomes Assessment Cycle (SLOAC) is worthwhile and/or meaningful, and that they have adequate time for their SLOs. In each case, 21 percent of respondents gave the item an unfavorable rating.

Related Comments. Many respondents noted that Skyline College was committed to student success. The comments stated repeatedly that Skyline College believed and practiced its students first philosophy. Respondents also commented that the faculty and staff demonstrated enthusiasm in working with students and sincere concern for their success. Respondents, however, felt the practice of assessing SLOs was a bit overwhelming. Some felt it too structured and that it took away from the work they do in the classroom.



Student Learning Outcomes



Conclusions

1. Overall, survey respondents repeatedly commented on the sense of community, collegiality, and students first philosophy of Skyline College. They felt the focus and purpose of all who work at the college revolved around the needs of the students and thus were dedicated to improving the educational experiences of its students.
2. In addition to 64 percent of respondents believing that the shared governance process worked well overall, many commented that the shared governance process helped promote inclusivity. While some respondents questioned the degree to which their voices were heard in the governance process, nearly 70 percent were satisfied with the opportunities given to participate in college planning (item #25).
3. Many felt there were opportunities for staff development and ideas to improve the work environment were taken seriously. However, a number of respondents (18 percent) disagreed with the idea that the college provides opportunities for promotion.
4. Improving the cleanliness of campus facilities was a need expressed by respondents through their own comments as well as answers to the survey questions.
5. Items #32 through #37 reinforce comments made by respondents that the Skyline College not only supports its diverse staff, faculty, and student body, but also promotes a diverse working and learning environment. Item # 39 shows some respondents questioned the fairness of the hiring procedures and policies (15 percent) but item #41 reinforces the college's commitment to employee equity and diversity.
6. There was high consensus throughout the survey that Skyline College is focused on the academic success of its students. For instance, 91 percent of respondents agreed that the college has quality learning experiences for students while 89 percent agreed that student learning outcomes (SLOs) were a focus for the college. However, many found the process of SLO assessment cumbersome. Whether it is because many felt SLO guidelines were not clear (items #70-#73) or that less than half of faculty engage colleagues in discussions about how to use assessment results (item #75), there seems to be a disconnect between SLOs and the institutional focus on improving the learning experiences of students.
7. As all items in the Dialogue dimension have a favorable rating of 68 percent or above, participants are, on average, satisfied with communication on the Skyline College campus. Some individual comments did suggest improving collaboration across all levels of the college would positively impact the effectiveness of their work.
8. Overall, Skyline College continues to be a place where staff and faculty feel safe to work, embrace diversity, recommend as a good place to work, and are focused on fulfilling its mission and vision.

Recommendations

1. Continue the students first philosophy that permeates the culture and work of staff, faculty, and administrators at Skyline College through increased opportunities for communication and collaboration within and across departments, across divisions, and between staff, faculty, and administration.
2. Continue to promote the shared governance process. In particular, continue efforts to promote equity in committee participation and ensure that the ideas and opinions of all constituency groups are heard and given importance.
3. Evaluate the staffing needs of the college and how they are meeting the needs of students. Many respondents felt additional staff and faculty were needed to help support their work.
4. Find ways in which to improve the cleanliness of the college facilities, including better maintenance of the buildings, classrooms, bathrooms and grounds.
5. Many respondents in the Employee Voice Survey commented on the way in which Skyline College embraces diversity and is inclusive, welcoming and supportive of its faculty and staff. This is another unique strength for the college that should be celebrated and recognized as a value-added benefit of working and studying at Skyline College.
6. Maintaining high standards of student learning is a strong sentiment shared by all at Skyline College. However, many did not understand the guidelines of SLOs nor use SLO assessments to improve the academic experiences of students. Efforts are needed to increase individuals' knowledge of SLOs—why they are important and how the process can improve the learning experiences of students.
7. Multiple survey items suggest respondents enjoy working at Skyline College and are encouraged to be creative and innovative in addressing the variety of students' academic needs. However, many feel the college does not acknowledge extra effort and opportunities for promotion could be increased. Therefore, a recommendation is to examine how the college recognizes the work of its faculty and staff and how it policies promote opportunities for career advancement.
8. As a way to build on the college's dedication to its students, some respondents commented on specific student resources that could improve students' academic experiences. For instance, some mentioned were articulated educational pathways, improving online registration, and additional tutors.
9. Maintain the college culture that is focused on fulfilling the college mission and vision, fosters a sense of safety, promotes diversity, and underlies the sentiment of Skyline College being a good place to work.

Appendix A

Data Tables

Question 1: Skyline actively works toward fulfilling its vision and mission.

	Count	Percent
Completely Disagree	1	1%
Disagree	1	1%
Somewhat Agree/Disagree	15	9%
Agree	76	47%
Completely Agree	70	43%
Total	163	100%
Missing	6	

Question 2: District policies provide effective management of campus programs and services.

	Count	Percent
Completely Disagree	3	2%
Disagree	7	4%
Somewhat Agree/Disagree	55	34%
Agree	75	46%
Completely Agree	24	15%
Total	164	100%
Missing	5	

Question 3: The Board of Trustees, the District Office, and the College function as mutually supporting yet independent self-governing units.

	Count	Percent
Completely Disagree	2	1%
Disagree	9	6%
Somewhat Agree/Disagree	49	31%
Agree	73	46%
Completely Agree	26	16%
Total	159	100%
Missing	10	

Employee Voice Survey

Question 4: The District Office provides necessary services that support Skyline’s mission.

	Count	Percent
Completely Disagree	0	0%
Disagree	9	6%
Somewhat Agree/Disagree	44	27%
Agree	78	48%
Completely Agree	30	19%
Total	161	100%
Missing	8	

Question 5: I believe that classified employee evaluation is an effective process.

	Count	Percent
Completely Disagree	6	4%
Disagree	10	7%
Somewhat Agree/Disagree	50	34%
Agree	56	38%
Completely Agree	25	17%
Total	147	100%
Missing	22	

Question 6: My supervisor(s) encourages me to do high quality work.

	Count	Percent
Completely Disagree	4	2%
Disagree	6	4%
Somewhat Agree/Disagree	9	5%
Agree	49	30%
Completely Agree	96	59%
Total	164	100%
Missing	5	

Question 7: I feel that extra effort on my part would be acknowledged.

	Count	Percent
Completely Disagree	12	7%
Disagree	20	12%
Somewhat Agree/Disagree	34	21%
Agree	48	29%
Completely Agree	49	30%
Total	163	100%
Missing	6	

Employee Voice Survey

Question 8: Providing excellent service to students is acknowledged in my area.

	Count	Percent
Completely Disagree	6	4%
Disagree	10	6%
Somewhat Agree/Disagree	29	18%
Agree	46	28%
Completely Agree	72	44%
Total	163	100%
Missing	6	

Question 9: I believe that the opinions of classified staff are given appropriate weight in matters of institutional importance.

	Count	Percent
Completely Disagree	3	2%
Disagree	20	13%
Somewhat Agree/Disagree	45	29%
Agree	59	38%
Completely Agree	29	19%
Total	156	100%
Missing	13	

Question 10: I am encouraged to be creative and come up with new ideas and improvements.

	Count	Percent
Completely Disagree	6	4%
Disagree	10	6%
Somewhat Agree/Disagree	29	18%
Agree	50	31%
Completely Agree	68	42%
Total	163	100%
Missing	6	

Question 11: All in all, I am satisfied with my current assignment.

	Count	Percent
Completely Disagree	4	2%
Disagree	6	4%
Somewhat Agree/Disagree	24	15%
Agree	63	39%
Completely Agree	66	40%
Total	163	100%
Missing	6	

Employee Voice Survey

Question 12: Results of college goals are regularly shared with campus constituencies.

	Count	Percent
Completely Disagree	1	1%
Disagree	10	7%
Somewhat Agree/Disagree	38	25%
Agree	76	50%
Completely Agree	28	18%
Total	153	100%
Missing	16	

Question 13: I am comfortable in bringing up problems with my direct supervisor.

	Count	Percent
Completely Disagree	8	5%
Disagree	10	6%
Somewhat Agree/Disagree	14	9%
Agree	61	39%
Completely Agree	64	41%
Total	157	100%
Missing	12	

Question 14: My supervisor keeps me informed of matters that affect me.

	Count	Percent
Completely Disagree	7	5%
Disagree	5	3%
Somewhat Agree/Disagree	27	18%
Agree	54	35%
Completely Agree	61	40%
Total	154	100%
Missing	15	

Question 15: Effective communication between co-workers is encouraged in my area.

	Count	Percent
Completely Disagree	9	6%
Disagree	10	6%
Somewhat Agree/Disagree	27	17%
Agree	57	37%
Completely Agree	53	34%
Total	156	100%
Missing	13	

Employee Voice Survey

Question 16: Classified staff is aware of the support services available for students.

	Count	Percent
Completely Disagree	0	0%
Disagree	8	6%
Somewhat Agree/Disagree	39	27%
Agree	66	46%
Completely Agree	32	22%
Total	145	100%
Missing	24	

Question 17: I have seen materials in campus media that increased my understanding of diverse groups.

	Count	Percent
Completely Disagree	4	3%
Disagree	8	5%
Somewhat Agree/Disagree	36	23%
Agree	66	43%
Completely Agree	40	26%
Total	154	100%
Missing	15	

Question 18: I feel that classified staff is provided adequate opportunities to participate on important college councils and committees.

	Count	Percent
Completely Disagree	3	2%
Disagree	5	3%
Somewhat Agree/Disagree	36	25%
Agree	62	43%
Completely Agree	38	26%
Total	144	100%
Missing	25	

Question 19: I would recommend Skyline College as a good place to work.

	Count	Percent
Completely Disagree	2	1%
Disagree	5	3%
Somewhat Agree/Disagree	13	8%
Agree	57	37%
Completely Agree	78	50%
Total	155	100%
Missing	14	

Employee Voice Survey

Question 20: A consultative planning process is used to identify needed areas of improvement.

	Count	Percent
Completely Disagree	5	3%
Disagree	9	6%
Somewhat Agree/Disagree	51	35%
Agree	55	37%
Completely Agree	27	18%
Total	147	100%
Missing	22	

Question 21: Staff has adequate opportunities to participate in the development of financial plans and budgets.

	Count	Percent
Completely Disagree	4	3%
Disagree	18	12%
Somewhat Agree/Disagree	51	35%
Agree	52	36%
Completely Agree	21	14%
Total	146	100%
Missing	23	

Question 22: All constituency groups work collaboratively towards the achievement of college goals.

	Count	Percent
Completely Disagree	0	0%
Disagree	13	9%
Somewhat Agree/Disagree	49	33%
Agree	58	39%
Completely Agree	29	19%
Total	149	100%
Missing	20	

Question 23: College budget decisions are based upon input from all college constituencies.

	Count	Percent
Completely Disagree	6	4%
Disagree	17	12%
Somewhat Agree/Disagree	47	32%
Agree	55	38%
Completely Agree	20	14%
Total	145	100%
Missing	24	

Employee Voice Survey

Question 24: My ideas for improving my unit are taken seriously.

	Count	Percent
Completely Disagree	6	4%
Disagree	14	9%
Somewhat Agree/Disagree	26	17%
Agree	62	42%
Completely Agree	41	28%
Total	149	100%
Missing	20	

Question 25: I am satisfied with the amount of opportunity I have to participate in college-wide planning.

	Count	Percent
Completely Disagree	5	3%
Disagree	13	9%
Somewhat Agree/Disagree	28	19%
Agree	67	46%
Completely Agree	34	23%
Total	147	100%
Missing	22	

Question 26: The program review process helps to promote positive change on campus.

	Count	Percent
Completely Disagree	4	3%
Disagree	9	6%
Somewhat Agree/Disagree	35	24%
Agree	65	45%
Completely Agree	33	23%
Total	146	100%
Missing	23	

Question 27: Skyline provides adequate opportunities for training in technology related to my area of responsibility.

	Count	Percent
Completely Disagree	8	5%
Disagree	18	12%
Somewhat Agree/Disagree	38	26%
Agree	63	43%
Completely Agree	21	14%
Total	148	100%
Missing	21	

Employee Voice Survey

Question 28: The college provides sufficient opportunities for continued professional staff development.

	Count	Percent
Completely Disagree	3	2%
Disagree	10	7%
Somewhat Agree/Disagree	31	21%
Agree	74	50%
Completely Agree	31	21%
Total	149	100%
Missing	20	

Question 29: The role of staff in shared governance is clearly stated and publicized.

	Count	Percent
Completely Disagree	1	1%
Disagree	11	8%
Somewhat Agree/Disagree	40	29%
Agree	62	45%
Completely Agree	25	18%
Total	139	100%
Missing	30	

Question 30: The procedures for hiring employees are clearly stated.

	Count	Percent
Completely Disagree	2	1%
Disagree	10	7%
Somewhat Agree/Disagree	28	19%
Agree	68	47%
Completely Agree	36	25%
Total	144	100%
Missing	25	

Question 31: The District Office acts in a manner consistent with Board policies, statutes, and regulations.

	Count	Percent
Completely Disagree	2	1%
Disagree	8	6%
Somewhat Agree/Disagree	35	25%
Agree	65	47%
Completely Agree	28	20%
Total	138	100%
Missing	31	

Employee Voice Survey

Question 32: The college deals with students in a fair and ethical way.

	Count	Percent
Completely Disagree	0	0%
Disagree	2	1%
Somewhat Agree/Disagree	21	15%
Agree	69	49%
Completely Agree	50	35%
Total	142	100%
Missing	27	

Question 33: The campus is equally supportive of men and women.

	Count	Percent
Completely Disagree	1	1%
Disagree	4	3%
Somewhat Agree/Disagree	14	10%
Agree	66	46%
Completely Agree	57	40%
Total	142	100%
Missing	27	

Question 34: The campus is equally supportive of all racial/ethnic groups.

	Count	Percent
Completely Disagree	3	2%
Disagree	10	7%
Somewhat Agree/Disagree	20	14%
Agree	59	41%
Completely Agree	51	36%
Total	143	100%
Missing	26	

Question 35: The campus is equally supportive of all lifestyles.

	Count	Percent
Completely Disagree	1	1%
Disagree	2	1%
Somewhat Agree/Disagree	19	13%
Agree	67	46%
Completely Agree	56	39%
Total	145	100%
Missing	24	

Employee Voice Survey

Question 36: Diversity (in regard to gender, ethnicity and age) is actively promoted on campus.

	Count	Percent
Completely Disagree	2	1%
Disagree	4	3%
Somewhat Agree/Disagree	14	10%
Agree	61	43%
Completely Agree	61	43%
Total	142	100%
Missing	27	

Question 37: I believe that the climate at Skyline is one of appreciation of differences.

	Count	Percent
Completely Disagree	1	1%
Disagree	3	2%
Somewhat Agree/Disagree	19	13%
Agree	61	42%
Completely Agree	60	42%
Total	144	100%
Missing	25	

Question 38: Skyline provides sufficient opportunities for promotion.

	Count	Percent
Completely Disagree	7	5%
Disagree	18	13%
Somewhat Agree/Disagree	35	25%
Agree	51	37%
Completely Agree	28	20%
Total	139	100%
Missing	30	

Question 39: Procedures and policies for hiring personnel are fair.

	Count	Percent
Completely Disagree	6	4%
Disagree	15	11%
Somewhat Agree/Disagree	41	29%
Agree	47	34%
Completely Agree	31	22%
Total	140	100%
Missing	29	

Employee Voice Survey

Question 40: There is high respect for all in my area.

	Count	Percent
Completely Disagree	7	5%
Disagree	15	10%
Somewhat Agree/Disagree	26	18%
Agree	51	36%
Completely Agree	44	31%
Total	143	100%
Missing	26	

Question 41: Policies and practices of the college clearly demonstrate commitment to issues of employee equity and diversity.

	Count	Percent
Completely Disagree	1	1%
Disagree	9	6%
Somewhat Agree/Disagree	26	18%
Agree	69	49%
Completely Agree	36	26%
Total	141	100%
Missing	28	

Question 42: Skyline encourages staff and faculty participation in the decision-making process.

	Count	Percent
Completely Disagree	6	4%
Disagree	12	8%
Somewhat Agree/Disagree	36	25%
Agree	57	40%
Completely Agree	31	22%
Total	142	100%
Missing	27	

Question 43: Staff has a substantive and clearly defined role in institutional governance.

	Count	Percent
Completely Disagree	2	1%
Disagree	9	7%
Somewhat Agree/Disagree	45	33%
Agree	56	41%
Completely Agree	26	19%
Total	138	100%
Missing	31	

Employee Voice Survey

Question 44: The technical support services for my technology issues are adequate.

	Count	Percent
Completely Disagree	4	3%
Disagree	6	4%
Somewhat Agree/Disagree	26	19%
Agree	65	47%
Completely Agree	37	27%
Total	138	100%
Missing	31	

Question 45: I believe there is sufficient data and information available to assess the quality and effectiveness of my program or area.

	Count	Percent
Completely Disagree	3	2%
Disagree	12	8%
Somewhat Agree/Disagree	29	20%
Agree	67	47%
Completely Agree	33	23%
Total	144	100%
Missing	25	

Question 46: Overall, the shared governance process is working well at Skyline.

	Count	Percent
Completely Disagree	4	3%
Disagree	9	7%
Somewhat Agree/Disagree	36	26%
Agree	59	43%
Completely Agree	30	22%
Total	138	100%
Missing	31	

Question 47: District Office adheres to clearly defined policies consistent with the mission of the district.

	Count	Percent
Completely Disagree	1	1%
Disagree	6	5%
Somewhat Agree/Disagree	38	29%
Agree	62	48%
Completely Agree	22	17%
Total	129	100%
Missing	40	

Employee Voice Survey

Question 48: The facilities (i.e., classroom and office space) adequately meet my needs.

	Count	Percent
Completely Disagree	7	5%
Disagree	17	12%
Somewhat Agree/Disagree	41	30%
Agree	52	38%
Completely Agree	21	15%
Total	138	100%
Missing	31	

Question 49: My assigned workspace is adequate for me to carry out my job.

	Count	Percent
Completely Disagree	1	1%
Disagree	15	11%
Somewhat Agree/Disagree	36	26%
Agree	51	37%
Completely Agree	35	25%
Total	138	100%
Missing	31	

Question 50: I am satisfied with the handicapped access on campus for employees.

	Count	Percent
Completely Disagree	6	5%
Disagree	15	11%
Somewhat Agree/Disagree	17	13%
Agree	66	50%
Completely Agree	29	22%
Total	133	100%
Missing	36	

Question 51: Campus facilities (i.e. classrooms, washrooms and offices) are adequately maintained.

	Count	Percent
Completely Disagree	11	8%
Disagree	26	19%
Somewhat Agree/Disagree	32	24%
Agree	43	32%
Completely Agree	23	17%
Total	135	100%
Missing	34	

Employee Voice Survey

Question 52: There is adequate parking on campus for staff.

	Count	Percent
Completely Disagree	1	1%
Disagree	10	7%
Somewhat Agree/Disagree	24	18%
Agree	70	51%
Completely Agree	32	23%
Total	137	100%
Missing	32	

Question 53: There are clear divisions of authority and responsibility between and among the District Office, Governing Board and Skyline.

	Count	Percent
Completely Disagree	0	0%
Disagree	5	4%
Somewhat Agree/Disagree	37	28%
Agree	62	48%
Completely Agree	26	20%
Total	130	100%
Missing	39	

Question 54: I have access to enough information about crime and accident prevention.

	Count	Percent
Completely Disagree	2	1%
Disagree	11	8%
Somewhat Agree/Disagree	34	25%
Agree	68	49%
Completely Agree	23	17%
Total	138	100%
Missing	31	

Question 55: I have access to enough information about disaster preparedness.

	Count	Percent
Completely Disagree	2	1%
Disagree	14	10%
Somewhat Agree/Disagree	39	29%
Agree	56	42%
Completely Agree	23	17%
Total	134	100%
Missing	35	

Employee Voice Survey

Question 56: The security officers are able to answer my questions about safety and security issues at the college.

	Count	Percent
Completely Disagree	0	0%
Disagree	2	2%
Somewhat Agree/Disagree	32	24%
Agree	66	50%
Completely Agree	32	24%
Total	132	100%
Missing	37	

Question 57: I am confident that the security officers conduct criminal investigations in a professional manner.

	Count	Percent
Completely Disagree	0	0%
Disagree	4	3%
Somewhat Agree/Disagree	24	18%
Agree	75	56%
Completely Agree	30	23%
Total	133	100%
Missing	36	

Question 58: Overall, I feel safe on campus.

	Count	Percent
Completely Disagree	1	1%
Disagree	2	1%
Somewhat Agree/Disagree	20	14%
Agree	67	48%
Completely Agree	49	35%
Total	139	100%
Missing	30	

Question 59: If necessary, I know where to refer students to various support services on campus (e.g. Financial Aid and DSPS).

	Count	Percent
Completely Disagree	0	0%
Disagree	2	1%
Somewhat Agree/Disagree	9	7%
Agree	68	50%
Completely Agree	58	42%
Total	137	100%
Missing	32	

Employee Voice Survey

Question 60: I have been given adequate opportunity to participate in the student learning outcomes and assessment process at Skyline College.

	Count	Percent
Completely Disagree	2	1%
Disagree	5	4%
Somewhat Agree/Disagree	18	13%
Agree	66	49%
Completely Agree	43	32%
Total	134	100%
Missing	35	

Question 61: Skyline College has provided sufficient training in student learning outcomes and assessment.

	Count	Percent
Completely Disagree	1	1%
Disagree	8	6%
Somewhat Agree/Disagree	26	19%
Agree	64	47%
Completely Agree	36	27%
Total	135	100%
Missing	34	

Question 62: I believe that Skyline has made student learning outcomes and assessment a focus for the college.

	Count	Percent
Completely Disagree	0	0%
Disagree	1	1%
Somewhat Agree/Disagree	14	11%
Agree	65	49%
Completely Agree	52	39%
Total	132	100%
Missing	37	

Question 63: I have been given sufficient information on the purpose and value of student learning outcomes and assessment at Skyline College.

	Count	Percent
Completely Disagree	5	4%
Disagree	10	7%
Somewhat Agree/Disagree	24	18%
Agree	59	43%
Completely Agree	38	28%
Total	136	100%
Missing	33	

Employee Voice Survey

Question 64: I believe that Skyline is taking a positive approach toward implementing student learning outcomes and assessment.

	Count	Percent
Completely Disagree	3	2%
Disagree	7	5%
Somewhat Agree/Disagree	22	16%
Agree	61	45%
Completely Agree	43	32%
Total	136	100%
Missing	33	

Question 65: Overall, Skyline College provides a high quality learning experience for students.

	Count	Percent
Completely Disagree	0	0%
Disagree	2	1%
Somewhat Agree/Disagree	10	7%
Agree	69	51%
Completely Agree	55	40%
Total	136	100%
Missing	33	

Question 66: I feel that the Student Learning Outcomes Assessment Cycle (SLOAC) is worthwhile/meaningful.

	Count	Percent
Completely Disagree	9	7%
Disagree	18	14%
Somewhat Agree/Disagree	32	25%
Agree	52	40%
Completely Agree	19	15%
Total	130	100%
Missing	39	

Question 67: I have been given adequate time to work on my SLOs.

	Count	Percent
Completely Disagree	7	5%
Disagree	20	16%
Somewhat Agree/Disagree	35	27%
Agree	48	37%
Completely Agree	19	15%
Total	129	100%
Missing	40	

Employee Voice Survey

Question 68: I feel that it would be helpful to have an established day each semester to work on assessment.

	Count	Percent
Completely Disagree	7	5%
Disagree	4	3%
Somewhat Agree/Disagree	24	18%
Agree	57	44%
Completely Agree	39	30%
Total	131	100%
Missing	38	

Question 69: I have been given adequate resources to work on my SLOs.

	Count	Percent
Completely Disagree	6	5%
Disagree	14	11%
Somewhat Agree/Disagree	37	29%
Agree	52	41%
Completely Agree	18	14%
Total	127	100%
Missing	42	

Question 70: The SLO guidelines have been clear enough to guide me in my course level assessment.

	Count	Percent
Completely Disagree	5	4%
Disagree	13	10%
Somewhat Agree/Disagree	31	24%
Agree	56	44%
Completely Agree	22	17%
Total	127	100%
Missing	42	

Question 71: The SLO guidelines have been clear enough to guide me in my program level assessment.

	Count	Percent
Completely Disagree	7	5%
Disagree	14	11%
Somewhat Agree/Disagree	32	25%
Agree	34	27%
Completely Agree	15	12%
N/A	26	20%
Total	128	100%
Missing	41	

Employee Voice Survey

Question 72: The SLO guidelines have been clear enough to guide me in my institutional level assessment.

	Count	Percent
Completely Disagree	7	6%
Disagree	16	13%
Somewhat Agree/Disagree	42	34%
Agree	41	33%
Completely Agree	17	14%
Total	123	100%
Missing	46	

Question 73: I am familiar with the ISLOs and their purpose.

	Count	Percent
Completely Disagree	10	8%
Disagree	15	11%
Somewhat Agree/Disagree	43	33%
Agree	42	32%
Completely Agree	21	16%
Total	131	100%
Missing	38	

Question 74: I am familiar with multiple means to assess.

	Count	Percent
Completely Disagree	4	3%
Disagree	18	14%
Somewhat Agree/Disagree	31	24%
Agree	51	39%
Completely Agree	26	20%
Total	130	100%
Missing	39	

Question 75: I engage other faculty in my department in dialogues about assessment results and subsequent action plans.

	Count	Percent
Completely Disagree	10	8%
Disagree	16	12%
Somewhat Agree/Disagree	24	19%
Agree	35	27%
Completely Agree	24	19%
N/A	20	16%
Total	129	100%
Missing	40	

Employee Voice Survey

Question 76: I use assessment results to inform subsequent plans.

	Count	Percent
Completely Disagree	4	3%
Disagree	15	12%
Somewhat Agree/Disagree	31	25%
Agree	55	44%
Completely Agree	21	17%
Total	126	100%
Missing	43	

Question 77: I use assessment results to inform subsequent resource requests.

	Count	Percent
Completely Disagree	5	4%
Disagree	17	14%
Somewhat Agree/Disagree	34	28%
Agree	48	39%
Completely Agree	18	15%
Total	122	100%
Missing	47	

Question 78: I see how assessment can inform decisions about curriculum, resource allocation, etc.

	Count	Percent
Completely Disagree	3	2%
Disagree	15	12%
Somewhat Agree/Disagree	27	21%
Agree	57	45%
Completely Agree	26	20%
Total	128	100%
Missing	41	

Question 79: I find TracDat helpful to manage the assessment process.

	Count	Percent
Completely Disagree	19	15%
Disagree	17	14%
Somewhat Agree/Disagree	43	34%
Agree	38	30%
Completely Agree	8	6%
Total	125	100%
Missing	44	

Appendix B

Survey Instrument

Employee Voice Survey Spring 2012

Page 1 - Heading

Institutional Commitment
Description

Page 1 - Question 1 - Rating Scale - Matrix

Skyline actively works toward fulfilling its vision and mission.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 1 - Question 2 - Rating Scale - Matrix

District policies provide effective management of campus programs and services.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 1 - Question 3 - Rating Scale - Matrix

The Board of Trustees, the District Office, and the College function as mutually supporting yet independent self-governing units.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 1 - Question 4 - Rating Scale - Matrix

The District Office provides necessary services that support Skyline's mission.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 1 - Question 5 - Rating Scale - Matrix

I believe that classified employee evaluation is an effective process.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 1 - Question 6 - Rating Scale - Matrix

My supervisor(s) encourages me to do high quality work.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 1 - Question 7 - Rating Scale - Matrix

I feel that extra effort on my part would be acknowledged.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Employee Voice Survey

Page 1 - Question 8 - Rating Scale - Matrix

Providing excellent service to students is acknowledged in my area.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 1 - Question 9 - Rating Scale - Matrix

I believe that the opinions of classified staff are given appropriate weight in matters of institutional importance.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 1 - Question 10 - Rating Scale - Matrix

I am encouraged to be creative and come up with new ideas and improvements.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 1 - Question 11 - Rating Scale - Matrix

All in all, I am satisfied with my current assignment.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 2 - Heading

Dialogue

Description

Page 2 - Question 12 - Rating Scale - Matrix

Results of college goals are regularly shared with campus constituencies.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 2 - Question 13 - Rating Scale - Matrix

I am comfortable in bringing up problems with my direct supervisor.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 2 - Question 14 - Rating Scale - Matrix

My supervisor keeps me informed of matters that affect me.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 2 - Question 15 - Rating Scale - Matrix

Effective communication between co-workers is encouraged in my area.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Employee Voice Survey

Page 2 - Question 16 - Rating Scale - Matrix

Classified staff is aware of the support services available for students.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 2 - Question 17 - Rating Scale - Matrix

I have seen materials in campus media that increased my understanding of diverse groups.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 2 - Question 18 - Rating Scale - Matrix

I feel that classified staff is provided adequate opportunities to participate on important college councils and committees.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 2 - Question 19 - Rating Scale - Matrix

I would recommend Skyline College as a good place to work.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 3 - Heading

Evaluation, Planning and Improvement

Description

Page 3 - Question 20 - Rating Scale - Matrix

A consultative planning process is used to identify needed areas of improvement.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 3 - Question 21 - Rating Scale - Matrix

Staff has adequate opportunities to participate in the development of financial plans and budgets.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 3 - Question 22 - Rating Scale - Matrix

All constituency groups work collaboratively towards the achievement of college goals.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 3 - Question 23 - Rating Scale - Matrix

College budget decisions are based upon input from all college constituencies.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Employee Voice Survey

Page 3 - Question 24 - Rating Scale - Matrix

My ideas for improving my unit are taken seriously.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 3 - Question 25 - Rating Scale - Matrix

I am satisfied with the amount of opportunity I have to participate in college-wide planning.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 3 - Question 26 - Rating Scale - Matrix

The program review process helps to promote positive change on campus.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 3 - Question 27 - Rating Scale - Matrix

Skyline provides adequate opportunities for training in technology related to my area of responsibility.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 3 - Question 28 - Rating Scale - Matrix

The college provides sufficient opportunities for continued professional staff development.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 4 - Heading

Institutional Integrity (Part 1 of 2)

Description

Page 4 - Question 29 - Rating Scale - Matrix

The role of staff in shared governance is clearly stated and publicized.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 4 - Question 30 - Rating Scale - Matrix

The procedures for hiring employees are clearly stated.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 4 - Question 31 - Rating Scale - Matrix

The District Office acts in a manner consistent with Board policies, statutes, and regulations.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 4 - Question 32 - Rating Scale - Matrix

The college deals with students in a fair and ethical way.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 4 - Question 33 - Rating Scale - Matrix

The campus is equally supportive of men and women.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 4 - Question 34 - Rating Scale - Matrix

The campus is equally supportive of all racial/ethnic groups.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 4 - Question 35 - Rating Scale - Matrix

The campus is equally supportive of all lifestyles.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 5 - Heading

Institutional Integrity (Part 2 of 2)

Description

Page 5 - Question 36 - Rating Scale - Matrix

Diversity (in regard to gender, ethnicity and age) is actively promoted on campus.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 5 - Question 37 - Rating Scale - Matrix

I believe that the climate at Skyline is one of appreciation of differences.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 5 - Question 38 - Rating Scale - Matrix

Skyline provides sufficient opportunities for promotion.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 5 - Question 39 - Rating Scale - Matrix

Procedures and policies for hiring personnel are fair.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Employee Voice Survey

Page 5 - Question 40 - Rating Scale - Matrix

There is high respect for all in my area.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 5 - Question 41 - Rating Scale - Matrix

Policies and practices of the college clearly demonstrate commitment to issues of employee equity and diversity.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 5 - Question 42 - Rating Scale - Matrix

Skyline encourages staff and faculty participation in the decision-making process.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 5 - Question 43 - Rating Scale - Matrix

Staff has a substantive and clearly defined role in institutional governance.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 5 - Question 44 - Rating Scale - Matrix

The technical support services for my technology issues are adequate.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 5 - Question 45 - Rating Scale - Matrix

I believe there is sufficient data and information available to assess the quality and effectiveness of my program or area.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 5 - Question 46 - Rating Scale - Matrix

Overall, the shared governance process is working well at Skyline.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 6 - Heading

Organization
Description

Page 6 - Question 47 - Rating Scale - Matrix

District Office adheres to clearly defined policies consistent with the mission of the district.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Employee Voice Survey

Page 6 - Question 48 - Rating Scale - Matrix

The facilities (i.e., classroom and office space) adequately meet my needs.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 6 - Question 49 - Rating Scale - Matrix

My assigned workspace is adequate for me to carry out my job.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 6 - Question 50 - Rating Scale - Matrix

I am satisfied with the handicapped access on campus for employees.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 6 - Question 51 - Rating Scale - Matrix

Campus facilities (i.e. classrooms, washrooms and offices) are adequately maintained.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 6 - Question 52 - Rating Scale - Matrix

There is adequate parking on campus for staff.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 6 - Question 53 - Rating Scale - Matrix

There are clear divisions of authority and responsibility between and among the District Office, Governing Board and Skyline.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 6 - Question 54 - Rating Scale - Matrix

I have access to enough information about crime and accident prevention.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 6 - Question 55 - Rating Scale - Matrix

I have access to enough information about disaster preparedness.				
Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Employee Voice Survey

Page 6 - Question 56 - Rating Scale - Matrix

The security officers are able to answer my questions about safety and security issues at the college.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 6 - Question 57 - Rating Scale - Matrix

I am confident that the security officers conduct criminal investigations in a professional manner.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 6 - Question 58 - Rating Scale - Matrix

Overall, I feel safe on campus.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 7 - Heading

Student Learning Outcomes (Part 1 of 2)

Description

Page 7 - Question 59 - Rating Scale - Matrix

If necessary, I know where to refer students to various support services on campus (e.g. Financial Aid and DSPS).

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 7 - Question 60 - Rating Scale - Matrix

I have been given adequate opportunity to participate in the student learning outcomes and assessment process at Skyline College.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 7 - Question 61 - Rating Scale - Matrix

Skyline College has provided sufficient training in student learning outcomes and assessment.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 7 - Question 62 - Rating Scale - Matrix

I believe that Skyline has made student learning outcomes and assessment a focus for the college.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 7 - Question 63 - Rating Scale - Matrix

I have been given sufficient information on the purpose and value of student learning outcomes and assessment at Skyline College.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 7 - Question 64 - Rating Scale - Matrix

I believe that Skyline is taking a positive approach toward implementing student learning outcomes and assessment.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 7 - Question 65 - Rating Scale - Matrix

Overall, Skyline College provides a high quality learning experience for students.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 8 - Heading

Student Learning Outcomes (Part 2 of 2)

Description

Page 8 - Question 66 - Rating Scale - Matrix

I feel that the Student Learning Outcomes Assessment Cycle (SLOAC) is worthwhile/meaningful.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 8 - Question 67 - Rating Scale - Matrix

I have been given adequate time to work on my SLOs.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 8 - Question 68 - Rating Scale - Matrix

I feel that it would be helpful to have an established day each semester to work on assessment.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 8 - Question 69 - Rating Scale - Matrix

I have been given adequate resources to work on my SLOs.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Employee Voice Survey

Page 8 - Question 70 - Rating Scale - Matrix

The SLO guidelines have been clear enough to guide me in my course level assessment.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 8 - Question 71 - Rating Scale - Matrix

The SLO guidelines have been clear enough to guide me in my program level assessment.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree	N/A
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5	<input type="radio"/> 6

Page 8 - Question 72 - Rating Scale - Matrix

The SLO guidelines have been clear enough to guide me in my institutional level assessment.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 8 - Question 73 - Rating Scale - Matrix

I am familiar with the ISLOs and their purpose.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 8 - Question 74 - Rating Scale - Matrix

I am familiar with multiple means to assess.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 8 - Question 75 - Rating Scale - Matrix

I engage other faculty in my department in dialogues about assessment results and subsequent action plans.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree	N/A
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5	<input type="radio"/> 6

Page 8 - Question 76 - Rating Scale - Matrix

I use assessment results to inform subsequent plans.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 8 - Question 77 - Rating Scale - Matrix

I use assessment results to inform subsequent resource requests.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Employee Voice Survey

Page 8 - Question 78 - Rating Scale - Matrix

I see how assessment can inform decisions about curriculum, resource allocation, etc.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 8 - Question 79 - Rating Scale - Matrix

I find TracDat helpful to manage the assessment process.

Completely Disagree	Disagree	Somewhat Agree/Disagree	Agree	Completely Agree
<input type="radio"/> 1	<input type="radio"/> 2	<input type="radio"/> 3	<input type="radio"/> 4	<input type="radio"/> 5

Page 9 - Heading

Tell us about you...

Description

Page 9 - Question 80 - Choice - One Answer (Drop Down)

What is your gender?

- Male
- Female

Page 9 - Question 81 - Choice - One Answer (Drop Down)

Which best describes the area of the college where you work?

- Instruction - faculty and classified
- Student Services - faculty and classified
- Administration/Management
- Other

Page 9 - Question 82 - Choice - One Answer (Drop Down)

How many years have you worked at Skyline College

- Less than one year
- 1-2 years
- 3-5 years
- 6-10 years
- More than 10 years

Page 9 - Question 83 - Choice - One Answer (Drop Down)

What is your employment status

- Full-time classified
- Part-time classified
- Full-time faculty
- Part-time faculty
- Administrator

Page 9 - Question 84 - Choice - One Answer (Drop Down)

Which ethnic group do you most identify with?

- African American
- Asian
- Filipino
- Hispanic
- White
- Other

Page 10 - Heading

Comments

Description

Page 10 - Question 85 - Open Ended - Comments Box

Please comment on one or two things that you like most about working at Skyline College.

.....

.....

.....

Page 10 - Question 86 - Open Ended - Comments Box

Please comment on one or two things that you would like to see changed or improved at Skyline College.

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.....

.....

Page 10 - Heading

Thank You!

Thank you for taking the time to fill out the employee voice survey. Please click the "Submit" button below to submit your responses.