



STAFF ORGANIZATIONAL CLIMATE ASSESSMENT – ABBREVIATED SAMPLE

STATEMENT OF CONFIDENTIALITY

The Staff Organizational Climate Assessment is a tool for identifying staff members' perceptions about their work experience within their department and in the college/university more broadly.

All results (ratings and comments) will be presented in aggregate form only. No individual results will be reported. Your anonymity will be protected even as we make the survey results as useful as possible.

Of course, your participation in the questionnaire is voluntary, and you may skip any item(s) you prefer not to answer or cannot answer.

If you are completing the survey in person, please return it to the survey administrator upon completion.

Thank you.

Definition of Terms

This survey is designed to apply to a wide range of employees. Some terms to describe positions and units may be somewhat unfamiliar to you. If a term is unfamiliar, please read the definitions below carefully to determine how each applies to you.

Institution: The college/university as a whole.

Department: The organization in which you work.

Stakeholders: Individuals or groups who most frequently use your department's services.

Leadership: Individuals in positions with direct responsibility for managing or leading a department, center, office, or division.

The person(s) to whom you report: The person or persons to whom you are directly responsible, the person who reviews (or persons who review) your work performance.

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ATTITUDES AND PRACTICES

The Institution

Please indicate the extent of your disagreement or agreement with each of the following statements about the college/university. Answer values range from 1 (Strongly Disagree) to 6 (Strongly Agree). When you have no opinion about a particular statement, use the "No Opinion" column. (Please select one answer for each item.)

	Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree	No Opinion	For Internal Use Only
I am proud to be a part of this college/university.	1	2	3	4	5	6	X	
I would encourage a friend or family member to attend the college/university as a student.	1	2	3	4	5	6	X	

The Department—Relationships

Please indicate the extent of your disagreement or agreement with each of the following statements. Answer values range from 1 (Strongly Disagree) to 6 (Strongly Agree). When you have no opinion about a particular statement, use the "No Opinion" column. (Please select one answer for each item.)

In my department:	Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree	No Opinion	For Internal Use Only
Communication between people works well.	1	2	3	4	5	6	X	
People help each other out and work well as a team.	1	2	3	4	5	6	X	
Sincere efforts are made to obtain the opinions and thoughts of the people who work here.	1	2	3	4	5	6	X	
Employees are encouraged to provide feedback.	1	2	3	4	5	6	X	
Collaboration is good between administration/staff.	1	2	3	4	5	6	X	
People treat one another with dignity and respect.	1	2	3	4	5	6	X	
People actively see the participation of others who represent different backgrounds and viewpoints.	1	2	3	4	5	6	X	

The Department—Leadership

Please indicate the extent of your disagreement or agreement with each of the following statements. Answer values range from 1 (Strongly Disagree) to 6 (Strongly Agree). When you have no opinion about a particular statement, use the "No Opinion" column. (Please select one answer for each item.)

	Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree	No Opinion	For Internal Use Only
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In my department:

The leadership is visible to me on a regular basis.	1	2	3	4	5	6	X	
Our leaders are accessible.	1	2	3	4	5	6	X	
I clearly understand the department's mission and goals.	1	2	3	4	5	6	X	
Our leaders value my suggestions.	1	2	3	4	5	6	X	

The person(s) to whom I report:

Practices open communication.	1	2	3	4	5	6	X	
Is open to my feedback.	1	2	3	4	5	6	X	

The Department—Stakeholders

Please indicate the extent of your disagreement or agreement with each of the following statements. Answer values range from 1 (Strongly Disagree) to 6 (Strongly Agree). When you have no opinion about a particular statement, use the "No Opinion" column. (Please select one answer for each item.)

	Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree	No Opinion	For Internal Use Only
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I believe I can answer the question "Who does my department serve?"	1	2	3	4	5	6	X	
In my department, we know how the department is viewed by our stakeholder(s).	1	2	3	4	5	6	X	
In my department, we regularly seek feedback from our stakeholder(s).	1	2	3	4	5	6	X	
In my department, the needs and expectations of those who use our services have a high priority.	1	2	3	4	5	6	X	
In my department, we consistently develop new services and programs to meet stakeholders' needs.	1	2	3	4	5	6	X	

The Department—Work and Opportunity

Please indicate the extent of your disagreement or agreement with each of the following statements about the college/university. Answer values range from 1 (Strongly Disagree) to 6 (Strongly Agree). When you have no opinion about a particular statement, use the "No Opinion" column. (Please select one answer for each item.)

	Strongly Disagree	Disagree	Slightly Disagree	Slightly Agree	Agree	Strongly Agree	No Opinion	For Internal Use Only
I know the areas for which I am responsible.	1	2	3	4	5	6	X	
I like the work I do.	1	2	3	4	5	6	X	
My job gives me a feeling of personal accomplishment.	1	2	3	4	5	6	X	
I am proud to be a part of my department.	1	2	3	4	5	6	X	
My present assignment allows me to fully utilize my skills and abilities.	1	2	3	4	5	6	X	
My job is challenging.	1	2	3	4	5	6	X	
The amount of work I am expected to do is reasonable.	1	2	3	4	5	6	X	

Overall Workplace Rating

Please indicate your overall rating of the following statements. Answer values range from 1 (Poor) to 5 (Outstanding). When you have no opinion, use the "No Opinion" column. (Please select one answer for each item.)

	Poor	Fair	Accept- able	Good	Out- Standing	No Opinion	For Internal Use Only
Overall, how would you rate the university as a place to work?	1	2	3	4	5	X	
How would you rate the university as a place to work compared to three years ago? (Respond only if you have been at the university for more than three years.)	1	2	3	4	5	X	
Overall, how would you rate the department as a place to work?	1	2	3	4	5	X	
How would you rate the department as a place to work compared to three years ago? (Respond only if you have been in the department for more than three years.)	1	2	3	4	5	X	



VALUES AND REWARDS

1. First, rate the items below as to how **important** each is to you **personally**.
2. Then, rate the items listed below as to how important each **seems to be to those to whom you report**.
3. Finally, go back and choose the five values you think are most rewarded by the college/university.

How important is:	1. Important to You Personally				2. Important to the Unit Head				3. Top Five Values
	Not Important at All	Some-what Important	Important	Very Important	Not Important at All	Some-what Important	Important	Very Important	Value is Most Rewarded
Quality of individual job performance?	1	2	3	4	1	2	3	4	
Excellence in job-related knowledge?	1	2	3	4	1	2	3	4	
Individual initiative?	1	2	3	4	1	2	3	4	
Personal and professional development?	1	2	3	4	1	2	3	4	
Valuing diversity?	1	2	3	4	1	2	3	4	
Quality of group/department performance?	1	2	3	4	1	2	3	4	
Efficient use of department resources?	1	2	3	4	1	2	3	4	
Increasing revenue/cutting costs?	1	2	3	4	1	2	3	4	
Teamwork and group initiative within departments?	1	2	3	4	1	2	3	4	
Teamwork and group collaboration between departments?	1	2	3	4	1	2	3	4	
Respect for employees?	1	2	3	4	1	2	3	4	



DEPARTMENT-SPECIFIC INFORMATION

This section can be used for up to 10 customized questions designed to help gain insights into particular organizational focal areas, recent changes, or other topics of interest.

ABBREVIATED SAMPLE SURVEY



IMPROVEMENT IDEAS

What ideas or suggestions do you have to make your department, the campus, or the college/university a better place to work?

ABBREVIATED SAMPLE SURVEY



DEMOGRAPHIC INFORMATION

To be determined by the organization.

ABBREVIATED SAMPLE SURVEY