

Staff Survey 2008

I. Mission

SCT	NUM	QDESC	N	Mean	St.dev.	SD	D	N	A	SA	DK	Omit
I	1	I am aware of AUB mission statement.	121	4.3	0.6	1		2	56	39		2
I	2	The mission statement is clear and transparent in language and content.	120	4.3	0.7	1	2	3	54	38	1	2
I	3	The mission statement reflects the ideals and values upon which the University was founded.	120	4.2	0.6	1		7	59	32	1	2
I	4	The mission statement is realistic and achievable.	120	4.1	0.7		3	11	61	23	1	2
I	5	The mission statement is shared with and properly communicated to AUB community.	115	3.7	1.0	4	8	17	50	15	5	2
I	6	The mission statement reflects AUB's role in the region.	120	4.2	0.6	1	1	5	63	28	2	1
I	7	AUB has been successful in achieving it.	117	3.9	0.7	1	3	15	59	16	3	2
I	8	I participated in the development of the mission statement.	110	3.3	1.1	7	18	19	36	11	7	4
II. Planning, Resources, and Institutional Renewal												
II	9	I am aware of campus-wide goals and objectives.	115	3.6	0.9	2	9	23	49	11	4	2
II	10	I am aware of goals and objectives in my faculty or division (A&S, Human Resources etc.).	117	4.0	0.9	2	7	11	50	27	2	2
II	11	I am aware of specific goals and objectives for my department or unit (Geology, OIRA etc.).	118	4.2	0.7	2	1	6	54	34	2	2
II	12	Campus-wide goals and objectives are clear and well defined.	108	3.5	0.8	1	11	26	46	5	9	3
II	13	Goals and objectives in my faculty or division (A&S, Human Resources etc.) are clear and well d	114	4.0	0.9	3		16	50	23	4	3
II	14	Specific goals and objectives for my department or unit (Geology, OIRA etc.) are clear and well	116	4.1	0.8	2	2	11	51	28	2	3
II	15	I am aware of the content of campus-wide strategic plan.	109	3.3	1.0	3	18	25	37	6	7	4
II	16	I am aware of the content of strategic plan in my faculty or division (A&S, Human Resources, e	110	3.7	0.9	2	8	23	42	15	7	3
II	17	I am aware of the content of specific goals and objectives for my department or unit (Geology, C	111	3.9	0.8	2	2	16	50	20	7	3
II	18	I provided input (advice, data) into campus-wide strategic plan.	113	2.8	1.0	8	33	21	28	2	4	4
II	19	I provided input (advice, data) into strategic plan in my faculty or division (A&S, Human Resourc	115	3.3	1.1	5	20	24	31	13	3	3
II	20	I provided input (advice, data) into strategic plan for my department or unit (Geology, OIRA etc.)	116	3.6	1.1	2	15	23	33	20	2	3
II	21	The process for developing campus-wide strategic plan is clear and well defined.	104	3.2	0.9	4	15	31	33	2	10	6
II	22	The process for developing strategic plan in my faculty or division (A&S, Human Resources, etc	107	3.4	0.9	3	10	26	46	2	7	7
II	23	The process for developing strategic plan for my department or unit (Geology, OIRA etc.) is clea	111	3.7	0.9	2	8	19	51	11	4	6
II	24	I am aware of campus-wide operating plan (budget).	105	2.9	1.0	4	28	28	20	4	9	6
II	25	I am aware of operating plan (budget) for my faculty or division (A&S, Human Resources, etc.).	109	3.3	1.0	2	21	28	28	10	6	6
II	26	I am aware of operating plan (budget) for my department or unit (Geology, OIRA etc.).	108	3.5	1.1	2	13	24	32	17	6	7
II	27	I provided input (advice, data) into campus-wide operating plan (budget).	108	2.6	1.0	7	35	32	10	4	6	7
II	28	I provided input (advice, data) into operating plan (budget) for my faculty or division (A&S, Huma	112	3.0	1.0	7	23	28	29	4	3	6
II	29	I provided input (advice, data) into operating plan (budget) for my department or unit (Geology, C	112	3.3	1.1	4	20	24	33	10	3	6
II	30	Campus-wide plans (budgets) allocate resources that are adequate for the implementation of st	89	3.1	0.9	2	14	33	21	2	22	6
II	31	Plans (budgets) in my faculty or division (A&S, Human Resources etc.) allocate resources that a	93	3.3	0.9	1	12	30	27	6	17	7
II	32	Specific plans (budgets) for my department or unit (Geology, OIRA etc.) allocate resources that	95	3.5	0.9		11	25	31	11	15	7

II	33	I am aware of performance targets (outcome statements) pertaining to campus-wide plans (strategic and/or operational)	101	3.0	0.9	6	18	33	24	1	9	9
II	34	I am aware of performance targets (outcome statements) pertaining to plans (strategic and/or operational)	105	3.3	0.9	3	12	28	37	4	7	8
II	35	I am aware of performance targets (outcome statements) pertaining to specific plans (strategic and/or operational)	107	3.6	0.9	3	8	21	45	10	5	8
II	36	Progress towards achieving campus-wide targets (outcome) is regularly monitored.	85	3.4	0.8	1	6	33	26	3	20	11
II	37	Progress towards achieving targets (outcome) in my faculty or division (A&S, Human Resources, etc.)	94	3.7	0.8	1	3	21	43	8	14	10
II	38	Progress towards achieving specific targets (outcome) for my department or unit (Geology, OIR, etc.)	101	3.8	0.8	1	3	18	49	11	9	9
II	39	In my unit, human resources are properly utilized to support AUB's mission and goals.	105	3.7	0.9	2	4	20	48	11	7	8
II	40	In my unit, facilities resources are properly utilized to support AUB's mission and goals.	108	3.8	0.8	2	2	20	52	11	4	8
II	41	In my unit, financial resources are properly utilized to support AUB's mission and goals.	106	3.8	0.8	2	4	18	50	13	6	8
II	42	In my unit, technological resources are properly utilized to support AUB's mission and goals.	107	3.9	0.8	3	2	10	60	11	4	9
II	43	In my unit, equipment resources are properly utilized to support AUB's mission and goals.	110	4.0	0.7	2	1	9	64	14	2	9
II	44	My unit has transparent procedures for allocating human resources.	107	3.6	1.0	3	9	20	46	10	4	9
II	45	My unit has transparent procedures for allocating facilities resources.	106	3.7	0.8	2	6	19	54	7	4	10
II	46	My unit has transparent procedures for allocating financial resources.	104	3.6	0.9	2	7	21	46	9	6	10
II	47	My unit has transparent procedures for allocating technological resources.	112	3.7	0.8	2	5	20	54	11	1	8
II	48	My unit has transparent procedures for allocating equipment resources.	112	3.8	0.8	2	5	15	54	15		9
II	49	The effectiveness and efficiency of use of human resources is regularly reviewed in my unit.	109	3.6	0.9	2	9	19	48	11	3	8
II	50	The effectiveness and efficiency of use of facilities resources is regularly reviewed in my unit.	106	3.7	0.8	2	6	20	50	9	4	10
II	51	The effectiveness and efficiency of use of financial resources is regularly reviewed in my unit.	107	3.7	0.8	2	4	22	50	10	3	10
II	52	The effectiveness and efficiency of use of technological resources is regularly reviewed in my unit.	110	3.7	0.8	2	5	18	57	8	2	9
II	53	The effectiveness and efficiency of use of equipment resources is regularly reviewed in my unit.	107	3.8	0.7	2	2	15	58	10	3	10
II	54	AUB is successful in raising funds (donations, grants for research, etc.).	105	4.0	0.8	1	2	15	44	24	6	9
II	55	The fundraising revenues are properly allocated to achieve AUB's mission and goals.	92	3.7	0.8	1	2	28	35	9	16	9
II	56	In my unit, budget allocation for human resources is guided by AUB's mission and goals.	97	3.6	0.7	1	4	27	42	5	12	9
II	57	In my unit, budget allocation for facilities resources is guided by AUB's mission and goals.	100	3.7	0.7	1	3	26	45	7	9	10
II	58	In my unit, budget allocation for financial resources is guided by AUB's mission and goals.	101	3.6	0.7	1	5	28	44	5	8	10
II	59	In my unit, budget allocation for technological resources is guided by AUB's mission and goals.	101	3.7	0.7	1	2	23	50	7	8	10
II	60	In my unit, budget allocation for equipment resources is guided by AUB's mission and goals.	101	3.7	0.7	1	3	21	50	7	9	9
II	61	I have witnessed/contributed to efforts for cost reduction / increase in revenues in my unit during the last five years.	107	3.8	0.9		6	25	36	20	4	9
II	62	I have witnessed/contributed to efforts for improving budget control in my unit during the last five years.	104	3.8	0.8		4	26	37	17	7	9
III. Integrity												
III	63	AUB policies and procedures are properly adhered to.	111	3.6	0.9	1	12	21	45	11	3	7
III	64	AUB policies and procedures are clear and properly disseminated.	113	3.8	0.9	2	5	16	54	14	2	7
III	65	AUB shows impartial practices in admissions.	94	3.6	0.8	1	5	28	34	8	17	7
III	66	AUB shows impartial practices in recruitment.	100	3.4	1.0	3	11	29	28	9	11	7
III	67	AUB shows impartial practices in promotion.	102	3.1	1.0	5	19	28	24	7	10	7

III	68	AUB provides an environment conducive to teaching, learning, and research.	114	4.2	0.6		1	6	57	29	1	7
III	69	AUB adequately promotes honesty and transparency in its conduct and communications.	114	3.7	0.9	1	10	22	47	13	1	7
III	70	Student concerns (regarding fair academic assessment, student conduct, and alleged disciplinary actions) are handled in a fair and equitable manner.	92	3.6	0.7		6	25	38	6	17	8
III	71	AUB effectively assures the academic and intellectual freedom of all its constituencies, and provides a safe and secure environment for all.	110	4.0	0.6		2	14	59	15	4	7
III	72	AUB adequately protects its members from harassment, inappropriate pressures and discrimination.	113	3.8	0.9	2	7	19	48	16	1	7
III	73	I am aware of a system that allows me to report grievances.	108	3.7	1.0	2	11	15	46	15	4	8
III	74	Grievances are dealt with efficiently.	92	3.5	0.8	2	4	30	33	5	17	8
IV. Leadership												
IV	75	My supervisor is competent in managing people	114	4.0	0.9	2	3	12	46	28	2	6
IV	76	My supervisor treats me fairly	115	4.1	0.9	2	2	13	45	31	1	6
IV	77	My supervisor is fair in dealing with staff	116	4.0	0.9	2	4	15	46	27	1	5
IV	78	My supervisor values my views and participation	116	4.0	1.0	3	4	12	43	32		6
IV	79	My supervisor involves me in decisions affecting my work	115	4.1	1.0	3	4	7	46	33		7
IV	80	My supervisor supports knowledge transfer	116	4.1	0.9	2	2	7	50	33		6
IV	81	My supervisor provides me with ongoing guidance	116	3.9	1.0	3	4	15	47	25		6
IV	82	My supervisor is friendly and helpful	115	4.3	0.8	2		7	43	41		7
IV	83	My supervisor is competent in performing required job functions	115	4.1	0.9	2	1	12	44	34	2	5
IV	84	My supervisor is competent in managing people	114	4.0	1.0	3	3	15	42	28	1	7
V. Governance												
V	85	Work procedures encourage cooperation and effectiveness across work groups	115	3.6	1.0	3	11	20	46	14	1	6
V	86	In my department, policies interfere with my ability to do my job well	116	2.7	1.1	8	41	18	24	4		6
V	87	I am well-informed of policies and procedures related to my work	116	4.1	0.8	2	2	7	56	28		6
V	88	I am satisfied with AUB's Human Resource policies	117	3.5	1.0	7	7	24	48	9		5
V	89	The communication of AUB's policies is clear	116	3.7	0.9	2	9	19	55	10		6
V	90	Overall, AUB's policies and procedures are clear	116	3.8	0.7	1	5	15	66	8		6
V	91	Overall, AUB's policies and procedures are easy-to-use	115	3.6	0.9	1	13	20	52	7	1	6
V	92	Overall, AUB's policies and procedures are flexible	116	3.3	0.8	1	15	37	37	4	1	5
V	93	Overall, AUB's policies and procedures are up-to-date	112	3.6	0.8	1	8	24	47	11	3	6
V	94	Overall, AUB's policies and procedures are helpful to me	116	3.7	0.8	1	6	24	50	13		6
VI. Assessment												
SCT	NUN	QDESC	N	Mean	St.dev.	Yes	No	Omit				
VI	95	Does your Unit have mission statement	114	1.9	0.3	86	7	7				
VI	96	Does your Unit have stated objectives	113	1.9	0.3	83	9	8				
SCT	NUN	QDESC	N	Mean	St.dev.	Not part	the ext	at ex	Omit			
VI	97	To what extent you participated in the development of your Unit mission statement?	114	2.0	0.8	31	33	28	7			
SCT	NUN	QDESC	N	Mean	St.dev.	Cons	Cons	't K	Omit			

VI	98	Rate the degree of consistency of your Unit's mission statement with that of the university.	100	2.7	0.5	23	59	11	8				
SCT	NUM	QDESC	N	Mean	St.dev.	Omit	bt	Clery	C	Clearly	Clen't	Know	
VI	99	Rate the degree of clarity of your Unit's mission statement	104	3.3	0.6	7		7	45	33	9		
VI	100	Rate the degree of clarity of your Unit's stated objectives	106	3.3	0.7	9	1	7	46	33	5		
SCT	NUM	QDESC	N	Mean	St.dev.	Achiev	achiev	Achiev	n't	Kn	Omit		
VI	101	Rate the degree of achievability (realistic) of your Unit's mission statement	106	3.2	0.6	11	51	24	7	7			
VI	102	Rate the degree of achievability (realistic) of your Unit's stated objectives	105	3.2	0.6	12	48	25	6	9			
SCT	NUM	QDESC	N	Mean	St.dev.	Yes	No	Omit					
VI	103	Does your unit have an assessment plan?	108	1.7	0.4	63	24	12					
SCT	NUM	QDESC	N	Mean	St.dev.	SD	D	N	A	SA	DK	Omit	
VI	105	is aligned with unit mission	80	4.0	0.6	1		5	52	7	11	24	
VI	106	has been implemented	78	3.9	0.5		1	8	48	7	11	25	
VI	107	is sufficiently simple	80	3.9	0.6		1	12	46	6	10	25	
VI	108	is practical	80	3.9	0.5		1	10	48	7	10	25	
VI	109	is detailed	77	3.8	0.7		3	11	43	6	12	25	
VI	110	has a clear timetable	72	3.9	0.6		1	13	38	7	16	25	
SCT	NUM	QDESC	N	Mean	St.dev.	Yes	No	n't	K	Omit			
VI	112	Does the plan include key performance indicators (KPIs) for determining whether its goals have	68	1.9	0.3	51	4	21	24				
SCT	NUM	QDESC	N	Mean	St.dev.	Never	eld	or	asio	Often	Omit		
VI	113	comparable peer institutions	71	2.8	1.1	11	10	17	20	42			
VI	114	other benchmarks	25	2.7	1.2	5	3	6	7	80			
SCT	NUM	QDESC	N	Mean	St.dev.	Yes	No	n't	K	Omit			
VI	115	Are assessment results used?	66	1.9	0.3	49	5	19	28				
SCT	NUM	QDESC	N	Mean	St.dev.	Yes	No	n't	K	Omit			
VI	117	Are results of assessment shared?	66	1.8	0.4	44	10	19	28				
SCT	NUM	QDESC	N	Mean	St.dev.	Yes	No	n't	K	Omit			
VI	119	Are assessment plans evaluated?	63	1.9	0.3	46	5	21	28				
SCT	NUM	QDESC	N	Mean	St.dev.	Never	eld	or	asio	equer	Omit		
VI	121	Measures of volume of activity e.g. number of clients served, circulation data.	85	3.5	0.8	3	4	15	47	31			
VI	122	Measures of efficiency e.g. average turnaround time for filling requests, timely service/prompt r	84	3.4	0.9	3	8	13	44	32			
VI	123	Measures of service quality e.g. Error rates, accuracy of the information provided	86	3.3	1.0	5	10	17	38	30			
VI	124	Client satisfaction surveys e.g. student survey, alumni survey, employer survey, customer surve	84	3.1	1.0	7	10	25	27	32			
VI	125	Staff discussions/evaluations of services to clients	85	3.2	1.0	7	8	20	35	31			
VI	126	Review of existing data e.g. dept. routine records/reports, institutional data, audits	84	3.2	0.8	2	11	25	30	32			
VI	127	External evaluators/auditors.	84	2.6	0.9	10	20	28	11	32			
VI	128	Benchmarks/comparisons with peer institutions	84	2.6	1.0	12	20	20	16	32			

VI	129	Other methods to obtain client feedback e.g. focus groups, comments via email, evaluation form	80	3.0	1.0	7	14	20	24	35		
VI	130	Others specify	10	2.5	1.3	2	2	2	2	92		
SCT	NUM	QDESC	N	Mean	St.dev.	Very Po	Poor	Fair	Good	ry Gon't Kr	Omit	
VI	131	quality of policies and governance structure	84	3.9	0.7	1	1	15	41	11	7	24
VI	132	administrator support	87	4.0	0.8	1	3	11	37	18	6	24
VI	133	availability of technical, financial and other needed resources	86	3.7	0.8	2	3	16	39	10	6	24
VI	134	professional development opportunities for staff to learn how to conduct assessments.	84	3.5	1.1	4	8	15	32	9	7	25
SCT	NUM	QDESC	N	Mean	St.dev.	SD	D	N	A	SA	Omit	
VI	135	I understand my assessment role	93	3.8	0.8	2	4	11	50	8	24	
VI	136	My views on assessment have been taken	93	3.6	0.8	2	3	27	38	6	24	
VI	137	Institutional efforts to encourage and value assessment are adequate	92	3.5	0.8	3	2	25	40	4	25	

when i was hired	1								
With strategic planning initiative (two years ago)	1								
Year 2007	1								
YEARS AGO	1								
Q S C T N	Q N U M	Q D E S C	Quarterly	semi-annual	Annually	Biannually	Other	Omit	
VI	111	How frequently	12	7	36	6	10	30	
Q S C T N	Q N U M	Q D E S C	Instructional planning/improvement	Termination	Staff evaluations	Awards/promotions	Other	Omit	
VI	116	For what purpose	11	33	1	18	2	4	32
Q S C T N	Q N U M	Q D E S C	Omit						
VI	118	With Whom?	49						
AUB Community	4								
AUB Administration	9								
Immediate Supervisor	13								
Other depts	1								
Others	4								
Peers	9								
Unit Chairperson	11								
Q S C T N	Q N U M	Q D E S C	Quarterly	semi-annual	Annually	Biannually	Other	Omit	
VI	120	How frequently	9	7	30	4	4	46	
VII. Background Information									
Q S C T N	Q N U M	Q D E S C	Male	Female	Omit				
VII	138	Gender	38	56	6				
Q S C T N	Q N U M	Q D E S C	Under 25	25-34	35-44	45-54	55-64	Omit	
VII	139	Age	11	37	25	13	7	7	
Q S C T N	Q N U M	Q D E S C	Completed High School	Some College	Graduate School	Omit			
VII	140	Highest level of education	9	29	54	7			
Q S C T N	Q N U M	Q D E S C	Less than 1 year	1-5 years	5-10 years	10-20 years	20 years or longer	Omit	
VII	141	Number of years of experience	6	33	20	20	16	6	
Q S C T N	Q N U M	Q D E S C	7-9	10-12	Above 12	Academic	Omit		
VII	142	Grade Level	28	20	42	3	6		