**Administrative and Professional Climate Survey**

5/17/2010

**Demographic Information**

1. Gender:

\_\_\_ Male

\_\_\_ Female

\_\_\_ Other

2. Age: \_\_\_\_\_

3. Ethnic Background: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Highest degree obtained: \_\_\_\_ Bachelor’s; \_\_\_\_Master’s; \_\_\_\_Doctorate

5. Employment Status:

\_\_\_ Full-time

\_\_\_ Part-time

6. Type of A/P:

\_\_\_Senior Management (e.g. Deans and above)

\_\_\_Administrative (e.g. Managers, Directors, Asst. and Assoc. Deans, etc.) \_\_\_Professional (e.g. Coordinators, Marketers, Academic Advisors, etc.)

7. Years of service at the University of La Verne: \_\_\_\_\_

8. Location (primary):

\_\_\_ Main Campus

\_\_\_ Regional Campus

**Domain 1: General**

1. I have a voice about the things that affect me

Disagree Strongly Disagree Agree Agree Strongly

1. I actively participate in community building events such as the annual picnic, bowling night, holiday events, etc.

Disagree Strongly Disagree Agree Agree Strongly

1. I am treated fairly here

Disagree Strongly Disagree Agree Agree Strongly

1. I feel that there is a spirit of teamwork and cooperation

Disagree Strongly Disagree Agree Agree Strongly

1. I have considered leaving my job in the past year

Disagree Strongly Disagree Agree Agree Strongly

1. I actively participate in the pro-environment (e.g. recycling, energy saving, etc.) efforts at the University of La Verne

Disagree Strongly Disagree Agree Agree Strongly

**Domain 2: Communication at University of La Verne**

1. I am satisfied with the amount of recognition or praise I get for doing good work

Disagree Strongly Disagree Agree Agree Strongly

1. I feel that my immediate supervisor keeps me up to date on workplace issues

Disagree Strongly Disagree Agree Agree Strongly

1. I would feel comfortable making a formal complaint or grievance

Disagree Strongly Disagree Agree Agree Strongly

1. I am aware of what is expected of me as described in my position description

Disagree Strongly Disagree Agree Agree Strongly

1. I feel that the culture of the University upholds ethical behavior on the part of every employee

Disagree Strongly Disagree Agree Agree Strongly

1. I am satisfied with the level of communication I have with my institution's senior administration

Disagree Strongly Disagree Agree Agree Strongly N/A

1. Administrative/Professionals have input and influence on institutional decisions

Disagree Strongly Disagree Agree Agree Strongly

1. Administrative/Professionals are sufficiently consulted prior to significant changes in University policies and procedures

Disagree Strongly Disagree Agree Agree Strongly

1. The decision making process in the University is transparent

Disagree Strongly Disagree Agree Agree Strongly

1. I am satisfied with the level of cooperation across departments

Disagree Strongly Disagree Agree Agree Strongly

1. There is cohesion across the academic and administrative departments at the University

Disagree Strongly Disagree Agree Agree Strongly

**Domain 3: Administrative processes and systems at University of La Verne**

1. I am satisfied with the process for hiring Administrative/Professional employees

Disagree Strongly Disagree Agree Agree Strongly

1. I am satisfied with the promotional opportunities at the University of La Verne for Administrative/Professional employees

Disagree Strongly Disagree Agree Agree Strongly

1. I am satisfied with the process for evaluation of performance

Disagree Strongly Disagree Agree Agree Strongly

1. I am satisfied with the process for orientating new employees

Disagree Strongly Disagree Agree Agree Strongly

1. I am satisfied with the opportunities to interface with employees in other departments

Disagree Strongly Disagree Agree Agree Strongly

1. I am satisfied with the opportunities for professional development

Disagree Strongly Disagree Agree Agree Strongly

1. I am satisfied with how workplace problems are solved

Disagree Strongly Disagree Agree Agree Strongly

1. Processes across departments are streamlined and efficient

Disagree Strongly Disagree Agree Agree Strongly

**Domain 4: Conditions and attitudes in your department at University of La Verne**

1. I am treated with respect by my supervisors

Disagree Strongly Disagree Agree Agree Strongly

1. I am treated with respect by the people who report to me

Disagree Strongly Disagree Agree Agree Strongly N/A

1. I am treated with respect by my coworkers

Disagree Strongly Disagree Agree Agree Strongly N/A

1. I am treated with respect by faculty

Disagree Strongly Disagree Agree Agree Strongly N/A

1. I am treated with respect by students

Disagree Strongly Disagree Agree Agree Strongly N/A

1. I feel that the pace and pressure in my department have a negative influence on my personal or family life

Disagree Strongly Disagree Agree Agree Strongly

1. Based on my experience, I would encourage someone to work at the University of La Verne

Disagree Strongly Disagree Agree Agree Strongly

1. I feel empowered to be creative and innovative in my position

Disagree Strongly Disagree Agree Agree Strongly

1. I feel empowered to resolve problems

Disagree Strongly Disagree Agree Agree Strongly

1. I feel that I have received the necessary training to do high quality work

Disagree Strongly Disagree Agree Agree Strongly

1. I feel that I have the necessary tools to do high quality work efficiently

Disagree Strongly Disagree Agree Agree Strongly

1. I feel that my workload is just right

Disagree Strongly Disagree Agree Agree Strongly

**Domain 5: Diversity in the Workplace at University of La Verne**

1. I feel that the University of La Verne provides a welcoming environment for all employees

Disagree Strongly Disagree Agree Agree Strongly

1. I feel that my salary is equitable with my peers and colleagues at the

University of La Verne

Disagree Strongly Disagree Agree Agree Strongly

1. I feel that ethnic and cultural diversity is respected at the University of La Verne

Disagree Strongly Disagree Agree Agree Strongly

1. I have heard employees making inappropriate jokes about people at the University of La Verne

Disagree Strongly Disagree Agree Agree Strongly

1. I have experienced retaliation at the University of La Verne

Disagree Strongly Disagree Agree Agree Strongly

1. I feel that discrimination has affected my ability to work at the

University of La Verne

Disagree Strongly Disagree Agree Agree Strongly

1. I have experienced sexual harassment at the University of La Verne

Yes No

1. I have experienced discrimination at the University of La Verne based on:
   1. Age Yes No
   2. Ethnicity Yes No
   3. Religious intolerance Yes No
   4. Sexual orientation Yes No
   5. Disability Yes No
   6. Gender Yes No
   7. Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. I feel that the process for resolving complaints about sexual harassment and discrimination is effective

Disagree Strongly Disagree Agree Agree Strongly

1. What factors detract most from your satisfaction at the University of La Verne?
2. What factors contribute most to your satisfaction at University of La Verne?
3. What do you think should be included in the University’s shared vision?
4. Additional Comments: