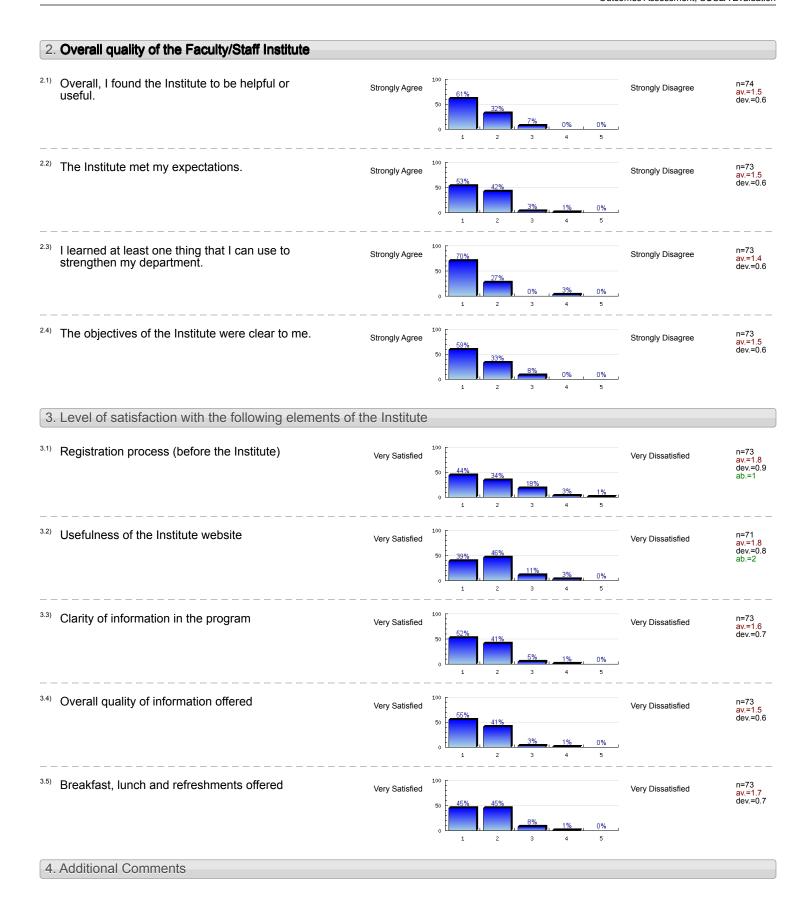
Outcomes Assessment

SUSLA Evaluation () No. of responses = 74



Overall indicators											
Global Index	+ 1 2 3 4 5		av.=1.6 dev.=0.7								
2. Overall quality of the Faculty/Staff Institute	+ 1 2 3 4 5		av.=1.5 dev.=0.6								
3. Level of satisfaction with the following elements of the Institute	+ 1 2 3 4 5		av.=1.7 dev.=0.7								
Survey Results											
1. Please help us to understand more about you.											
1.1) Personnel Classification	-		n=73								
Full-time		39.1 70	av.=2.2 dev.=1								
	Adjunct []	1.4%									
Admi	Staff () nistrator (54.8%									
Autill	Tilstrator (4.170									
12) Select your division											
Academi	c Affairs	51.4%	n=70 av.=2.7 dev.=2								
Community and Workforce Deve		11.4%	dev.=2								
Enrollment Mana		0%									
Finance and Admin	istration	11.4%									
	RSPIE	8.6%									
Studer	nt Affairs	17.1%									
1.3) Time at SUSLA											
Less than o	one year	9.5%	n=74 av.=2.9 dev.=1.1								
1 to	5 years	31.1%	dev.=1.1								
6 to 1	10 years	31.1%									
11-2	20 years	20.3%									
20 or mor	re years	8.1%									
1.4) How often do you participate in work-related professional deve	elopment opportunities?										
Frequently (2 to 5 times p	er year)	74.3%	n=70								
Occasionally (once a	nnually)	20%									
Seldom (every fev	w years)	5.7%									
	Never	0%									



Profile

Subunit: RSPIE - Department of Outcomes Assessment

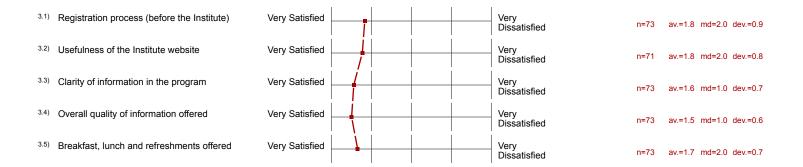
Name of the instructor: Name of the course: (Name of the survey) Outcomes Assessment SUSLA Evaluation

Values used in the profile line: Mean

2. Overall quality of the Faculty/Staff Institute

2.1)	Overall, I found the Institute to be helpful or useful.	Strongly Agree			Strongly Disagree	n=74	av.=1.5 md=1.0 dev.=0.6
2.2)	The Institute met my expectations.	Strongly Agree	 		Strongly Disagree	n=73	av.=1.5 md=1.0 dev.=0.6
2.3)	I learned at least one thing that I can use to strengthen my department.	Strongly Agree	1		Strongly Disagree	n=73	av.=1.4 md=1.0 dev.=0.6
2.4)	The objectives of the Institute were clear to me.	Strongly Agree	<u> </u>		Strongly Disagree	n=73	av.=1.5 md=1.0 dev.=0.6

3. Level of satisfaction with the following elements of the Institute



Comments Report

4. Additional Comments

- What suggestions do you have for improving the Institute in the future?
- (1) Attended two sessions--Bryant & Rogers--Extremely informative; (2) need to be able to attend more of these sessions; (3) add sessions on financial planning -- retirement planning, investments, wills, estate planning, etc.
- 1. Train employees about the importance of answering their phones and returning messages.
 - Encourage employees to practice Providing Great Customer Service to our customers and each other.
 - Designate a greeter to help student find their way around the campus.
- 4. Training on ways to let students & parents know we will do all we can to help them improve their livelihood and reach their educational goal.
 2. Training on Ways to improve INTERDEPARTMENTAL COMMUNICATION
- 3. Training and emphasis placed on the idea of WALKING THE TALK!!!
- 4. Training on the importance of "Dressing for Success" to draw students to this University.
- A full and lengthy but interesting day. The institute probably does not need to consume the entire work day since many staff personnel have to prepare for general registration the following day.
- Continue the format followed this year. The choice of workshops to attend was brilliant!
- Continue with this format and continue to make it better. Fix the sign-in process to be more efficient. Create an environment where faculty and staff can sit and eat at the breakfast location.
- Create a registration confirmation print-out indicating the sessions selected.
- Everything was great.
- For the break-out session that I attended we had to switch classrooms twice because the quest speaker either did not have access to the projector or just could not get the projector to work. It took an hour for her to finally get set up which left her with just a little over 30 minutes to present her workshop. These technical difficulties could have been avoided if SUSLA had set up the projector the day before.
- Great Institute. I look forward to continuing the format presented.
- Have more than one table for registration. Have clear instructions on registration given & move the sign in table away from the front door. The registration line becomes too long to be at the front door, which causes congestion
- Having the institute the day before registration affects our ability to move equipment to effectively assist students the next day. I recommend changing it to a few days before registration.
- I was disappointed with the overall state of the university speech. It was the same rhetoric with no concern for faculty pay raise. We know that the state will give us a raise, but not our own institution. I have been totally dissatisfied with ITC department over the course of the summer. We are loosing students to BPPC.
- I would like to see more leadership workshops for employees that have Master Degrees but are not in a director or supervisor position. This will keep employees up to date with leadership skills until a director or supervisor position becomes available.
- I would suggest securing a room that is more inviting for the faculty to enjoy the refreshments.
- I would suggest securing an area for the faculty and staff to enjoy refreshments in a warm and relaxing environment.
- It was great. Change nothing.
- It would be nice if registration addressed in more detail, since it usually begins the day after the Faculty/Staff Institute.
- More work related sessions, ie forms in areas that need filling out. Procedural information. You did a great job this year. I really enjoyed the institute this time greatly. Also consider putting some of the information that we signed for in the line on the web an we can sign electronically. Again, Great Job!!!!!!
- More workshops focusing on developing leadership skills for employees who have master degrees but are not in a director or supervisor position. I feel this will help keep their leadership skills sharpen until a director or supervisor position comes available.
- Need a staff institute because this is mostly for faculty
- Need more registration tables or a better location so more than one line. The technical problems with computers in session I was horrible. Equipment needs to be tested prior to sessions.
- No suggestions

- None
- Offer more breakout sessions for the administration staff
- On a positive note thank you for inviting adjunct instructors. Several times that morning my department chairperson told me I did not have to be there because she could not pay me. As insulting as that was I was very happy to hear Dr. Rousche. Secondly, there was some activity that I felt should have been held during faculty senate meetings and not the general assembly. Questions during the afternoon session went way over time delaying the afternoon workshops. Thank You for the opportunity to share my views.
- Please improve the registration set-up!! Speakers were great, the best institute I have attended!!
- Providing a more exclusive area for faculty for eating, providing an opportunity to lounge and fellowship with other colleauges .
- Something must be done about registration (signing in). The space alloted is far too small and too many signatures are needed for various reasons. Communication needs to be given to all distributors of literature so that their handouts can be compiled into one pack thereby requesting one signature of receipt.
- Start breakfast 30 minutes before the Institute
- The change in forum was great. It was too long.
- The only suggestion I have to improve the institute in the future is that we be mindful of the time and begin our programs on time.
- Time utilization.
- Try to stick to the times of each event, not letting people take up to much time over their allowed time.
- We still need to have a brief overview of updates on the upcoming school registration process. General FYI items for people working or volunteering during those days.
- none