

San Bernardino Community College District (SBCCD) 2017-18

District Employee Climate Survey

Dear Faculty, Staff, and Administrators,

Please help SBCCD plan for the future. The San Bernardino Community College District is collecting data to help examine how well it is providing services to employees district wide. The survey takes approximately 25 minutes to complete. You can complete the survey on the same computer at a later time if you do not delete any cookies. All of your responses are anonymous and answering each question is optional. If you have any questions about the survey, please contact Dr. Jeremiah Gilbert, Interim Executive Director of Research, Planning and Institutional Effectiveness, at (909) 387-1680.

1. What is your primary function in the San Bernardino Community College District?

- Manager/Administrator
- Classified or Confidential Staff
- Full-Time Faculty
- Part-Time Faculty
- Board of Trustees Member

2. At which location are you primarily assigned?

- Crafton Hills College
- San Bernardino Valley College
- District Central Services (including TESS, EDCT, KVCR and ATTC)

3. How many years have you been employed in the San Bernardino Community College District? (Please round to the nearest year.)

- 2 years or less
- 3-5 years
- 6-10 years
- 11-15 years
- 16-20 years
- 21 or more years

4. How many District/College collegial consultation committees did you serve on during the 2017 – 2018 academic year? (Count only those groups that have voting or consensus members representing more than one constituency.)

- None
- 1
- 2
- 3
- 4
- 5
- 6
- 7 or more

5. Overall, what is your satisfaction level toward the services (e.g., HR, TESS, KVCT, etc.) provided by the District?

6. Please indicate the extent to which you agree or disagree with the following statements about inclusiveness at the District Level (i.e. taking proactive steps to assure everyone has the opportunity to be involved and each person's input is equally valued):

- Communication across the District is timely and accurate
- I know where to find District committee agendas and minutes
- If I need information about the District, I know where to find it
- The District's procedures & practices clearly demonstrate commitment to issues of employee equity & diversity
- I am personally treated with respect in this District
- The District community is equally supportive of all genders
- The District community is equally supportive of all racial/ethnic groups
- The District community is equally supportive of all sexual-orientations
- Overall, I am satisfied with the level of inclusiveness in the District

7. If you have any suggestions to improve inclusiveness at the District, please state them here:

8. Did you have contact with the District Police Department during academic year 2017-18?

- Yes (to question 9)
- No (to question 11)

9. Please indicate the extent to which you agree or disagree with the following statements about the District Police Department.

- Police/security are available when I am involved in a safety or crime-related incident
- Overall, the SBCCD Police Department is helpful
- Police/security respond in a timely fashion to safety and police emergencies
- The District Police Department is professional during their daily contacts
- Overall, I am satisfied with the service provided by the District Police Department

10. If you have any suggestions to improve the District Police Department, please state them here:

11. Did you have contact with the KVCR during academic year 2017-18?

- Yes (to question 12)
- No (to question 14)

12. Please indicate the extent to which you agree or disagree with the following statements about the KVCR.

- I am satisfied with the process for sending press releases to KVCR about my departments activities and events
- I appreciate the email offers KVCR sends to all employees including faculty and staff for discounted tickets to concerts and events
- I am satisfied with the tours provided by KVCR for student orientation groups, business chambers, school groups, and scouting organizations
- Overall, KVCR is a valuable asset to the San Bernardino Community College District

13. If you have any suggestions to improve KVCR (e.g., what services could/should be offered), please state them here:

14. Did you have contact with the EDCT during academic year 2017-18?

- Yes (to question 15)
- No (to question 17)

15. Please indicate the extent to which you agree or disagree with the following statements about the EDCT.

- EDCT is a vital resource that provides customized and short-term job training solutions to the regional work force
- The community and business partnerships created by the EDCT are valuable to the San Bernardino Community College District
- Overall, I am satisfied with the service provided by the EDCT

16. If you have any suggestions to improve EDCT (e.g., what services could/should be offered), please state them here:

17. Did you have contact with the Office of Research, Planning and Institutional Effectiveness during academic year 2017-18?

- Yes (to question 18)
- No (to question 20)

18. Please indicate the extent to which you agree or disagree with the following statements about Research, Planning, and Institutional Effectiveness at the District Level:

- The annual process of prioritizing objectives at the District Offices is open and honest.
- District offices utilize the results from research studies to inform decision-making.
- Overall, planning and decision-making processes at the District level are open and easy to understand.
- Overall, planning and decision-making processes at the District Level produce meaningful and relevant results.
- Overall, planning and decision-making processes at the District Level are efficient (i.e. people adaptively and innovatively use available resources to maximize potential outcomes and productivity.)
- Evaluation and fine-tuning of District Offices organizational structures and processes to support the Colleges and other District entities is ongoing.
- Overall, I am satisfied with the planning & decision-making processes at the District Level.

19. If you have any suggestions to improve Research, Planning and Institutional Effectiveness at the District Level, please state them here:

20. Please indicate the extent to which you agree or disagree with the following statements about shared governance at the District Level (also known as collegial consultation):

- I have the opportunity to participate meaningfully in decision-making at the District Level.
- My opinions are given appropriate weight in matters of institutional importance at the District Level.
- I am provided adequate opportunities to participate in important District Level committees.
- I am allowed to exercise my voice during decision-making processes in District Level committees.
- Overall, planning and decision-making processes at the District Level are collaborative (i.e. People across departments, divisions, and job classifications are working together to share knowledge and build consensus toward a common purpose.)

21. If you have any suggestions to improve shared governance at the District Level, please state them here:

22. Did you have contact with the Human Resources during academic year 2017-18?

- Yes (to question 23)
- No (to question 25)

23. Please indicate the extent to which you agree or disagree with the following statements about Human Resources:

- Planning for human resources is integrated with the District Strategic Plan and/or the District Level planning process.
- The District hires employees, administrators, faculty and staff who are qualified to provide and support the District/College programs and services.
- Human Resources ensures that employees are evaluated systematically and at stated intervals.
- Human Resources provides consistent policy interpretation and guidance specific to human resources.
- Human Resources establishes, publishes, and adheres to written personnel policies and procedures that are available for information and review.
- Human Resources policies and procedures are fair, equitable, and consistently administered.
- The Human Resources staff is courteous and helpful.
- The Human Resources staff provides consistent and accurate information.
- Overall, I am satisfied with the level of services provided by the Human Resources office.

24. If you have any suggestions to improve Human Resources, please state them here:

25. Did you have contact with Facilities Planning & Construction during academic year 2017-18?

- Yes (to question 26)
- No (to question 28)

26. Please indicate the extent to which you agree or disagree with the following statements about Physical Resources (i.e., Facilities Planning & Construction) at the District Level:

- Planning for physical resources is integrated with the District Strategic Plan.
- The District Offices uses its physical resources effectively to support the programs and services at the Colleges and other District Entities.
- The District plans for the future and maintains its physical resources in order to support the Colleges and other District Entities.
- The District plans and uses data to evaluate its District Level facilities and equipment on a regular basis to ensure that it can support programs and services District wide.
- Procedures in the District Facilities Department are clear and consistent.
- The District Facilities Department responds to your requests in a timely fashion.
- The District Facilities Department provides accurate information.
- Overall, I am satisfied with the level of service provided by the District Facilities Department.

27. If you have any suggestions to improve Physical Resources, please state them here:

28. Did you have contact with Technology & Educational Support Services (TESS) during academic year 2017-18?

- Yes (to question 29)
- No (to question 31)

29. Please indicate the extent to which you agree or disagree with the following statements about Technology Resources (TESS provides administrative application, distance education, printing, and technical services) at the District Level:

- The process to receive help from TESS are clear and consistent.
- When I contact TESS staff for help, they are very helpful.
- TESS staff follow through with providing help in a timely fashion.
- The TESS project request process is effective.
- The TESS project request process is easy to understand.
- I am satisfied with the Colleague student information system.
- I am satisfied with the Canvas learning management system.
- I am satisfied with Internet and phone services provided by TESS.
- I receive the help and support I need from the Administrative Applications department.
- I receive the help and support I need from the Technology Services department.
- I receive the help and support I need from the Distance Education department.
- I receive the help and support I need from the Printing Services department.

30. If you have any suggestions to improve TESS, please state them here:

31. Did you have contact with Financial Resources during academic year 2017-18?

- Yes (to question 32)
- No (to question 34)

32. Please indicate the extent to which you agree or disagree with the following statements about Financial Resources at the District Level:

- Financial planning is integrated with the District Strategic Plan.
- The allocation of resources supports the development and maintenance of programs and services.
- The District plans and manages its financial affairs with integrity and in a manner that ensures financial stability.
- The District's mission and goals are used as the foundation for financial planning.
- Financial planning is integrated with and supports all District planning.
- The District has policies and procedures to ensure sound financial practices and financial stability.
- Appropriate financial information is disseminated throughout the institution in a timely manner.
- The District clearly defines and follows its guidelines and processes for financial planning and budget development.
- The District regularly evaluates its financial management processes and uses the results of the evaluation to improve them.
- Dependable financial information is distributed in a timely fashion to inform sound financial decision making.
- The District Resource Allocation Model is open and easy to understand.
- The District follows the Resource Allocation model.

33. If you have any suggestions to improve Financial Resources, please state them here:

34. What was your gender at birth?

- Female
- Male
- Decline to state

35. Do you consider yourself to be transgender or gender nonconforming?

- Yes
- No
- Decline to state

36. Which best describes your sexual orientation?

- Straight/Heterosexual
- Lesbian/Gay/Homosexual
- Bisexual
- Other
- Decline to state

37. Age

- 34 years old or younger
- 35 - 39 years old
- 40 - 44 years old
- 45 - 49 years old
- 50 - 54 years old
- 55 years old or older
- Decline to state

38. Do you identify with multiple races and/or ethnicities?

- Yes
- No
- Decline to state

39. Please select the racial and/or ethnic category or categories with which you most closely identify?

- Hispanic/Latino(a)/Chicano(a)
- Caucasian/White
- African American/Black
- Asian
- Native Hawaiian/Pacific Islander
- Native American/Alaskan
- Other
- Decline to state

40. If you have any additional comments or suggestions, please state them here:

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