

Results of 2011 Staff Council Survey

August, 2011

Please Note: Due to the length of the final report on the Results of 2011 Staff Council Survey, we have shortened this document to provide the UVM Community with a user friendly version. The full 103 page report which includes frequency tables and full text responses from survey participants is available upon request from the Staff Council Office.

All inquiries or questions about the 2011 Staff Council Survey and this Report should be directed to the Staff Council Office, University of Vermont, 313 Waterman Building, 85. S. Prospect St., Burlington, VT 05405 or through email at Staff.Council@uvm.edu or by phone at 802-656-4493.

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The University of Vermont Staff Council conducted a survey of the staff it represents during April, 2011 to gain a baseline understanding of how well it is serving their needs and what issues are most important to them. The survey asked non-represented staff how aware they were of the Staff Council; to rate Staff Council effectiveness in a number of areas related to its mission; how well the Staff Council web site and the monthly publication, *Staffline*, meet their information needs; and what issues and benefits are most important to them.

1,938 staff eligible to be represented by Staff Council were invited to participate, 846 completed the survey with an additional 112 incomplete surveys received. Based on completed surveys only, the survey achieved a 44% response rate resulting in a margin of error of plus or minus 2.5% at a confidence interval of 95%.

Executive Summary

Awareness levels of Staff Council are high with almost 95% of respondents at least somewhat familiar with the work that Staff Council performs and 57% of respondents very familiar or familiar. 33% of respondents that remember when they first became aware of Staff Council did so within one month of their start date at UVM, 89% within 12 months. The two most common ways respondents learned of Staff Council were through *Staffline* (42%) and at orientation (29%).

Use of the Staff Council web site and readership of the monthly newsletter, *Staffline*, are high and staff members are generally pleased with their content. 70% of respondents have visited the web site during the preceding 12 months, of those, 83% have visited the web site more than once. 87% rate the ease of obtaining information through the site as “very good” or “good”. 91% read *Staffline* either “always” or “sometimes”. When asked to rate the content of *Staffline*, 83% rate it as “very good” or “good”.

Staff Council received mixed grades when survey respondents rated how effective it is in fulfilling various aspects of its mission. The three areas that Staff Council received the lowest percentage of “very effective” or “effective” ratings were: “advocating for salary issues” (35%), “advocating for benefits issues” (46%), and “advocating for professional development issues” (49%). “Advocating for salary issues” also received the highest percentage selecting “not effective” (33%). It is important to note that the survey was performed at the same time that FY 12 budget decisions were being announced including the likelihood of no raises for staff. Three key aspects of Staff Council performance had a high percentage of respondents rating Staff Council as “very effective” or “effective”: “communicating with staff” (71%), “formulating recommendations to University administration” (66%), and “soliciting staff input” (64%).

Survey respondents were asked if they had ever used the contact sheet process with 8% answering “yes.” 14% indicated that they were concerned about the confidentiality of the contact sheet process. However, there does not appear to be a statistical correlation between contact sheet usage and concern over confidentiality.

Only 60% of respondents know who their Staff Council representative is, of these, 57% hear from their representative at least monthly and 20% never hear from their representative. 46% receive Staff Council updaters other than *Staffline* (21% are not sure.)

When asked to rank seven issues that Staff Council recently identified as areas of focus, respondents ranked “Annual salary raise pool recommendation” and “Benefits” in a tie for most important, no other issues were close. However, the salary recommendation did receive more “most important” rankings than benefits (416 versus 355.)

RANK	ISSUE	WEIGHTED SCORE*
1	Annual salary raise pool recommendation	1,599
2	Benefits	1,599
3	Parking and transportation	3,871
4	Standardized performance evaluation process	3,885
5	Environmental sustainability	4,119
6	Diversity	4,389
7	Deferred maintenance	4,468

*Weighted Score calculated by giving 1 point for each most important ranking, 2 points for second, 3 for third, etc. Lower score = more important.

Three benefits were ranked as “very important” or “important” by over 97% of respondents: health care (97.9%), dental (97.8%), and retirement savings-403b (97.1%). The three lowest ranked benefits as measured by the percentage of respondents ranking them as “very important” or “important” were: flex spending account (44.9%), UVM perks and discounts (44.1%), and recreational opportunities (40.8%).

Themes, Challenges, Opportunities

1. While familiarity levels with the work that Staff Council does are high, only 33% of respondents became aware of Staff Council within their first month after arriving at UVM. Staff Council could work with Human Resources Services to enhance its exposure during new employee orientation.
2. Fully 58% of respondents never hear from their Staff Council Representative, 38% don’t even know who their representative is. Staff Council may wish to develop a new staff member protocol that all representatives are encouraged to follow to include personal contact and at least monthly contact outside of the Staff Council update currently sent out.
3. Concerns about Staff Council’s ability to influence administration were a common theme of comments in response to a number of questions. Staff Council might want to work with University Administrators to show how its input impacts the decision making process and when and where it can be found in final decisions or policy changes.

Methods

The survey was conducted online using LimeSurvey. 1,938 UVM staff members represented by Staff Council were invited to participate. The initial invitation was sent via email on March 31, 2011 with reminders sent on April 7 and 13. The survey contained 41 questions. There were 846 completed surveys yielding a 44% response rate. The results have a margin of error of plus or minus 2.5% at a confidence level of 95%.

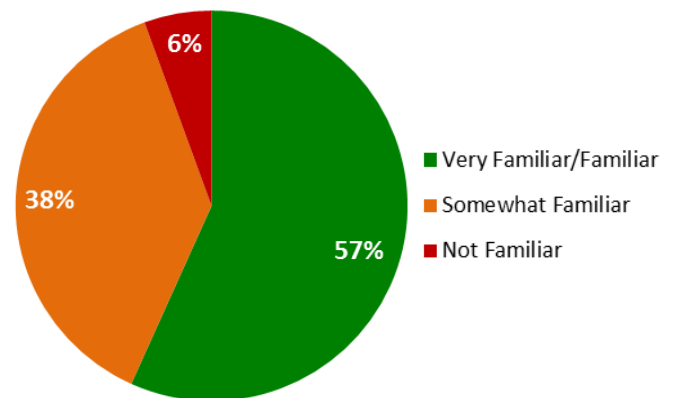
Data was analyzed using PASW 18 statistical software. Statistical significance was tested using cross-tabulations and the Pearson Chi-Square test.

Note: Two incidents around the time of the survey likely impacted the results of the survey. A new Dean of the College of Business was hired at a controversial level of compensation and the fact that no salary increases were budgeted for in FY 2012 was announced to staff.

Results

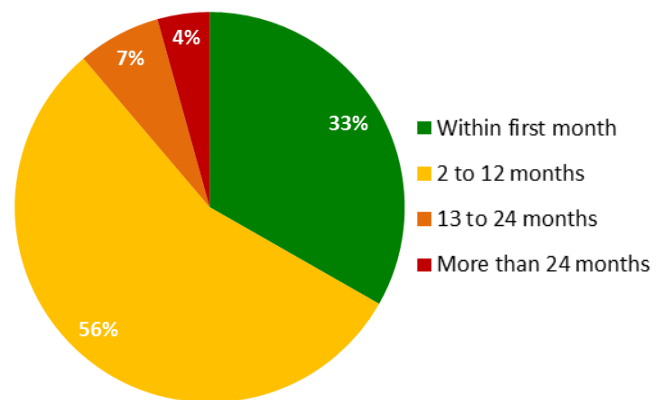
Awareness of Staff Council - Familiarity with Staff Council's Work

57% of respondents were "very familiar" or "familiar" with the Staff Council's work. 38% were "somewhat familiar" and 6% were "not familiar".



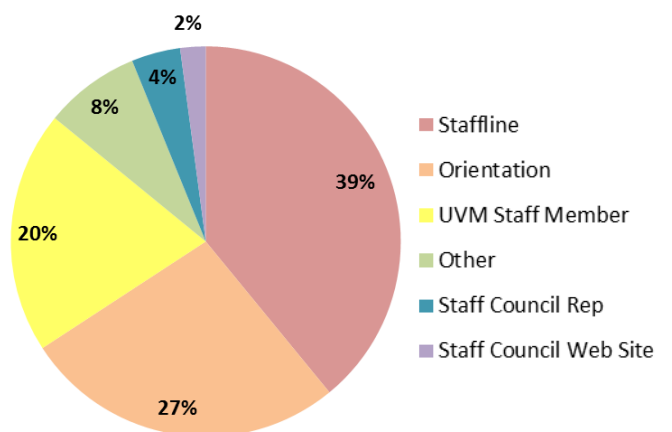
Awareness of Staff Council - Timing

33% of respondents who remembered when they first heard of Staff Council did so within a month of the arrival at UVM. 89% heard within their first year. 47% of respondents who have been at UVM for five years or less became aware of Staff Council within their first month.



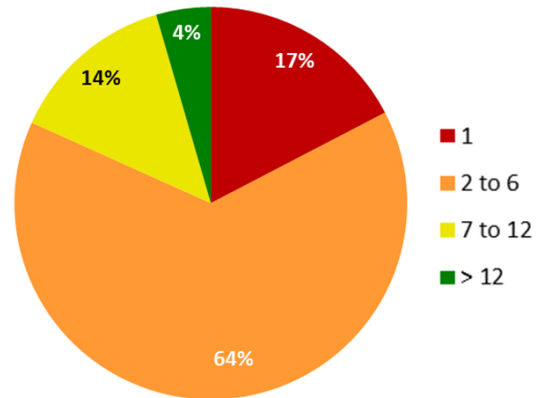
Awareness of Staff Council - Method

Staffline was the most common source for learning about Staff Council followed by orientation and another UVM staff member. For those who have been at UVM for five years or less, orientation was the most common source (37%) followed by *Staffline* (29%). By far, the most common source listed under "Other" was e-mail



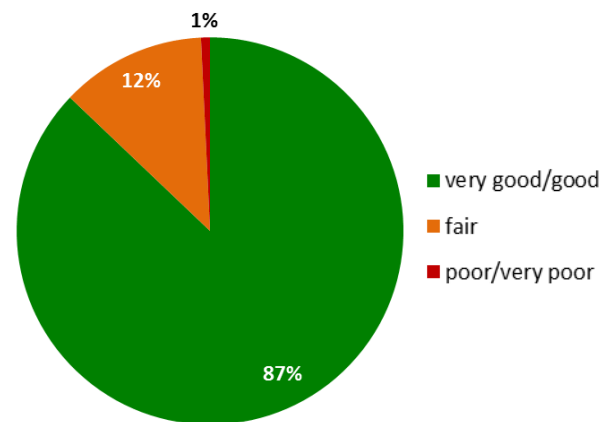
Staff Council Web Site – Visits

70% of survey respondents have visited the Staff Council web site. Of those, 83% have visited more than once over the past 12 months. 7% have visited more than 12 times.



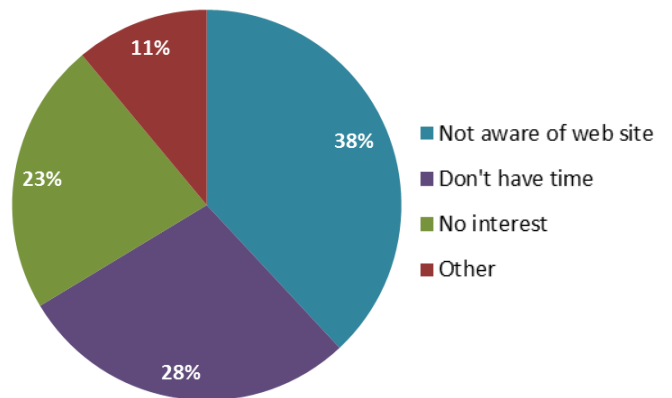
Staff Council Web Site – Ease of Locating Information

The organization of the Staff Council web site appears to be very effective with 87% rating it “very good” or “good” and an additional 12% rating it as “fair”.



Staff Council Web Site – Reasons for Not Visiting

Of those who have not visited the Staff Council web site 38% were not aware of the site, 28% don't have time and only 22% have no interest. Of the “Other” responses, the most common answer was that they rely upon *Staffline* for information about Staff Council



Staff Council Web Site – How to Improve It

Only 21 respondents gave input on how to improve the web site:

9 are content related

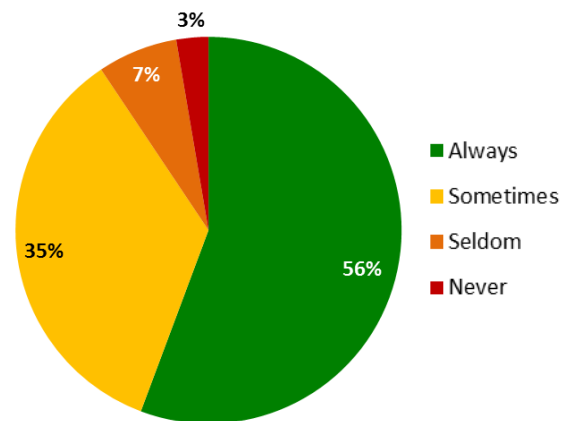
8 ask for specific links

2 are about site navigation

2 suggest using the site for quick polls/surveys on pressing issues

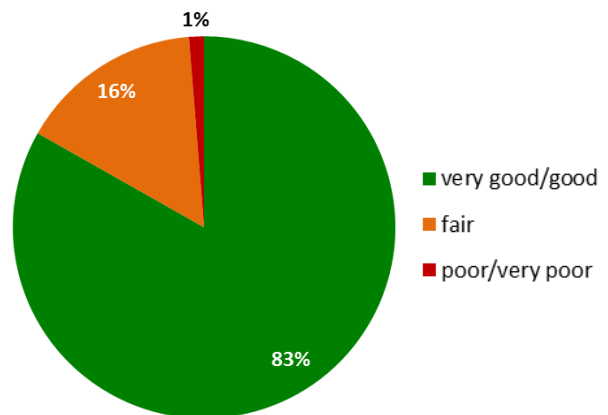
Staffline – Readership

Readership of the Staff Council’s monthly newsletter, *Staffline*, is high with 56% reporting that they always read it and another 35% that they read it at least sometimes. Only 3% indicated that they never read *Staffline*.



Staffline – Rating Content

Survey respondents give Staffline contents very high marks with 83% selecting “very good” or “good”. Only 1% of respondents rated the content as “poor” or “very poor”.



Staffline – Reasons for Not Reading

Most commonly noted was the lack of time. Second most common was lack of awareness. Several respondents noted that they would like the content delivered via e-mail versus having to go to the web site. One respondent noted that they were unclear of the role of the council in the issues they’re most concerned with, such as salary and benefits. One listed a “lack of relevance to me and my work.”

Staffline – How to improve it

88 respondents provided feedback on how to improve *Staffline*:

- 39 specific content requests
- 32 about formatting
- 12 asking for fewer ads
- 5 asking for less from the University President

Other Ways to Provide Updates to Staff

23 suggestions for other ways to provide updates were submitted :

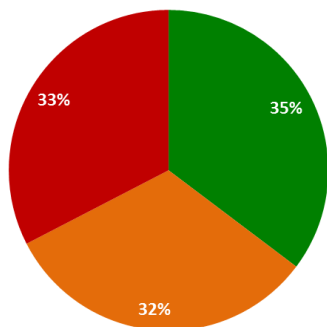
- 9 use social media (Facebook, Twitter, etc.)
- 6 schedule face-to-face meetings
- 3 set up a staff council listserv
- 2 provide RSS feeds
- 2 send weekly e-mails
- 1 Provide printed materials for those without access to computers

Staff Council Performance

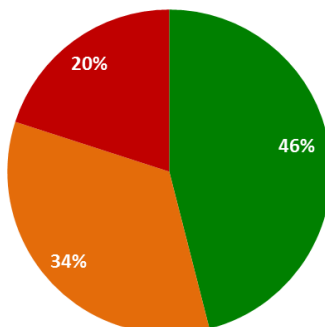
The Staff Council received mixed grades when respondents were asked to rate effectiveness in ten areas related to its mission. Generally, the lowest marks were for the Staff Council’s advocacy role while ratings for Staff Council operations were significantly higher. Those respondents with incomes over \$75,000 rated Staff Council effectiveness significantly lower in the following areas: “advocating for salary issues” (21% very effective/effective); “advocating for benefits issues” (31% very effective/effective); and “advocating for professional development issues” (34% very effective/effective). The lower ratings given by higher salaried respondents may reflect that FY 2012 will be third year in a row that they will not see a cost of living raise.

■ very effective/effective ■ somewhat effective ■ not effective

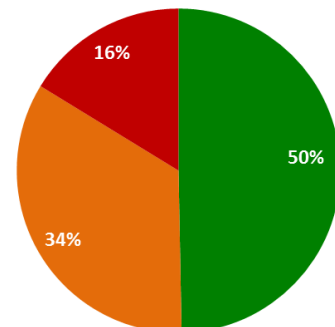
ADVOCATING FOR SALARY ISSUES

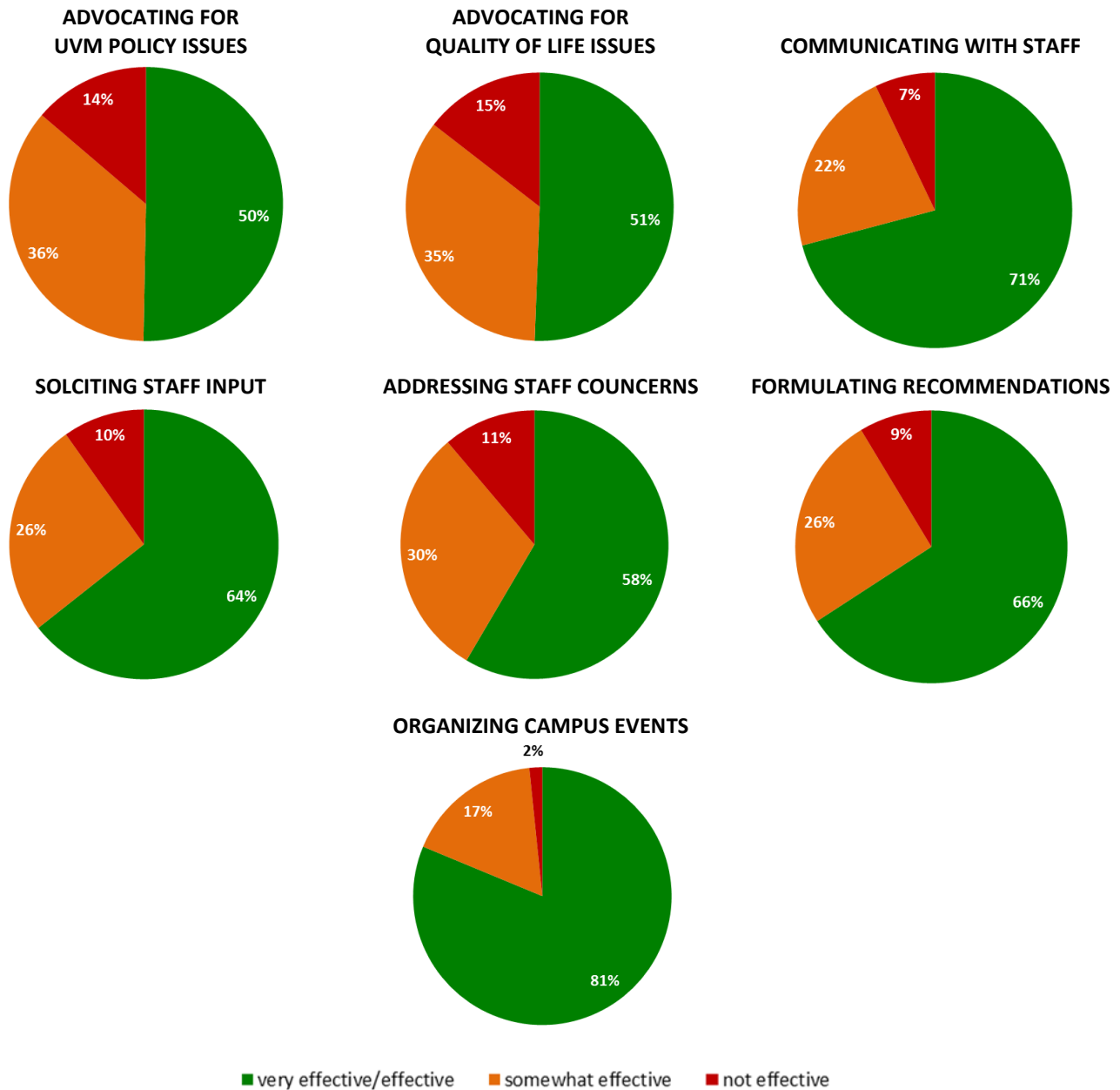


ADVOCATING FOR BENEFITS ISSUES



ADVOCATING FOR PROF. DEV. ISSUES

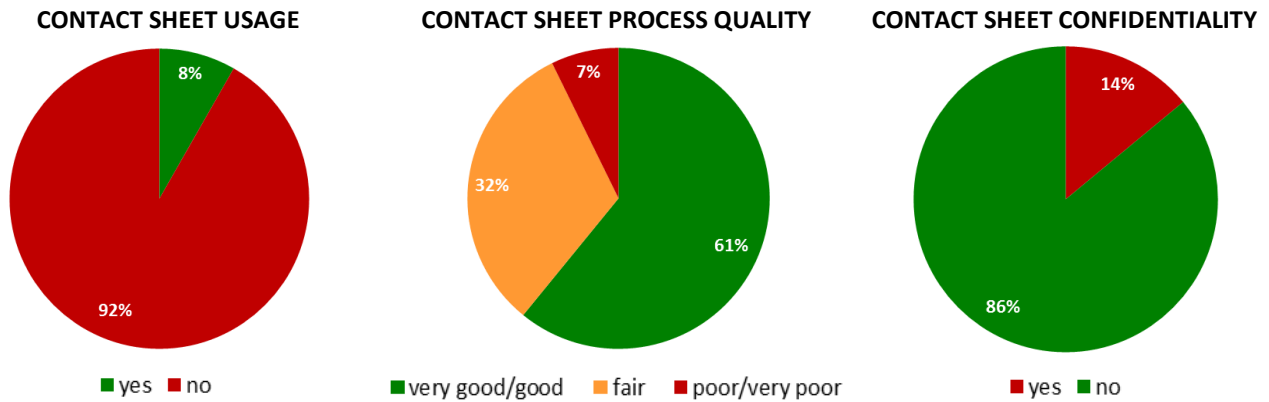




Contact Sheet Process

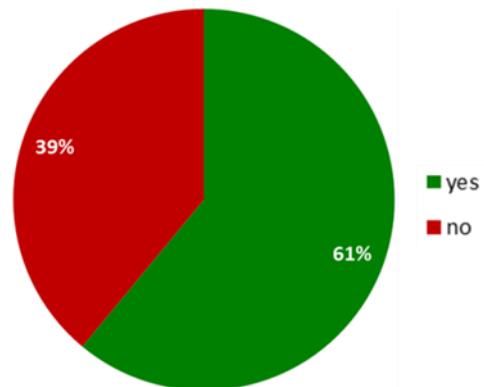
Only a small percentage of respondents (8%) have used the Staff Council’s contact sheet process to register a concern or issue. Of those, 61% rated the process as very good/good and only 7% rated it as poor/very poor. When asked if there was a concern about the confidentiality of the contact sheet process, 14% answered “yes”. Concern about confidentiality varied by salary range and years at UVM with 21% of those making less than \$30,000 per year indicating concern and those at UVM between 11 and 20 years with 18% concerned. However, there does not appear to be any statistical correlation between concern about confidentiality and use of the contact sheet process.

When asked why respondents are concerned about confidentiality of the Contact Sheet process the majority noted a general lack of confidentiality at UVM; other responses included a lack of trust in what will be done with the information, fear of job loss, and personal experience with confidentiality issues.



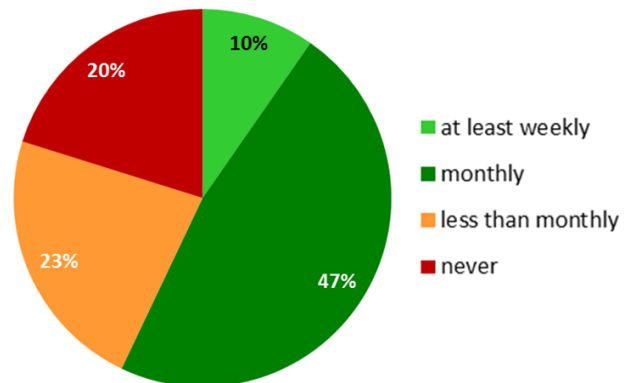
Staff Council Representative – Awareness

39% of respondents do not know who their Staff Council Representative is.



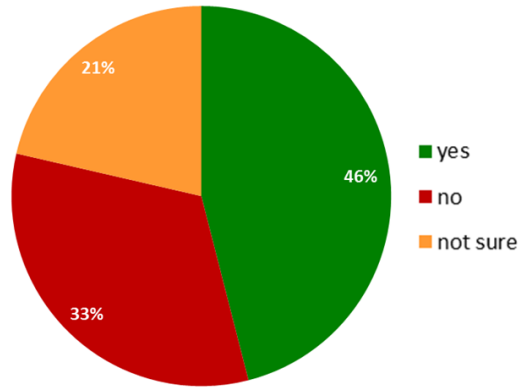
Staff Council Representative – Contact Frequency

Of those respondents who know the identity of their Representative, 20% never hear from them and another 23% less frequently than monthly.



Staff Council Representative – Monthly Updates

Only 46% of respondents receive monthly updates other than *Staffline*, 33% do not, and 21% are not sure.



Staff Council Representative – Better Service

When asked for ways in which their Staff Council Representative could serve them better the most common desire was for more personal contact. Others frequently mentioned included: soliciting feedback on issues before Staff Council meetings, providing more focused updates, and more representation for larger units.

What’s Important to Staff – Ranking Staff Council Issues

Survey respondents were asked to rank seven issues that Staff Council had identified as a focus for FY 2011 based upon what was most important. The issues were ranked by generating a weighted score where 1 point was given for each first place ranking, 2 for each second place ranking, etc. - lowest score being most important. The annual salary pool recommendation and benefits had equal weighted scores but the salary pool recommendation had more first place rankings.

RANK	ISSUE	WEIGHTED SCORE
1	Annual salary raise pool recommendation	1,599
2	Benefits	1,599
3	Parking and transportation	3,871
4	Standardized performance evaluation process	3,885
5	Environmental sustainability	4,119
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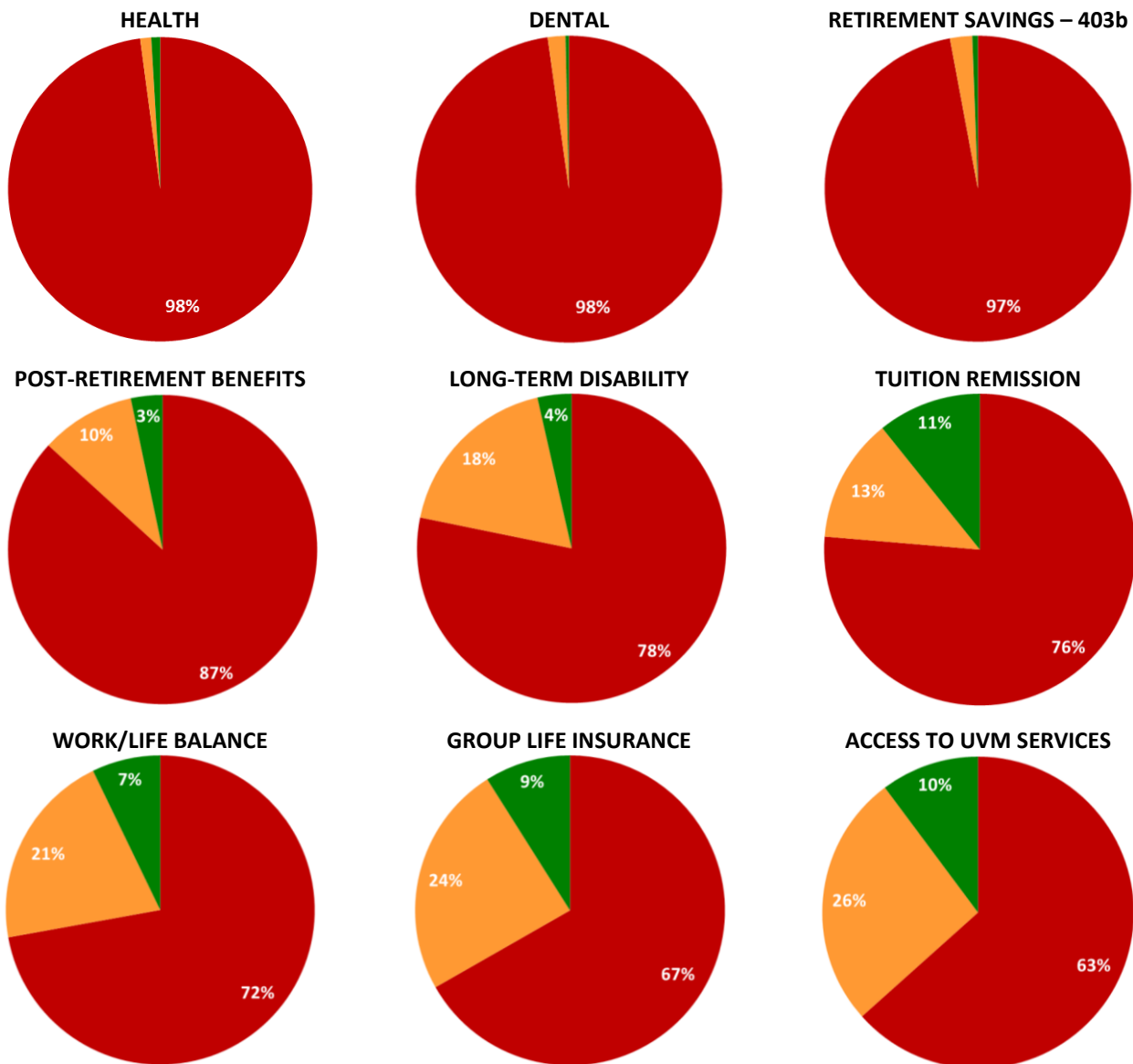
What’s Important to Staff – Other Issues

Respondents were asked to list any other issues they felt Staff Council should address. The most common responses were about addressing the ineffectiveness of Staff Council due to its advisory nature along with calls for unionization due to the same issue. Other commonly mentioned issues included: salary/lack of raises, addressing limits on using tuition remission, professional development, and post-retirement benefits.

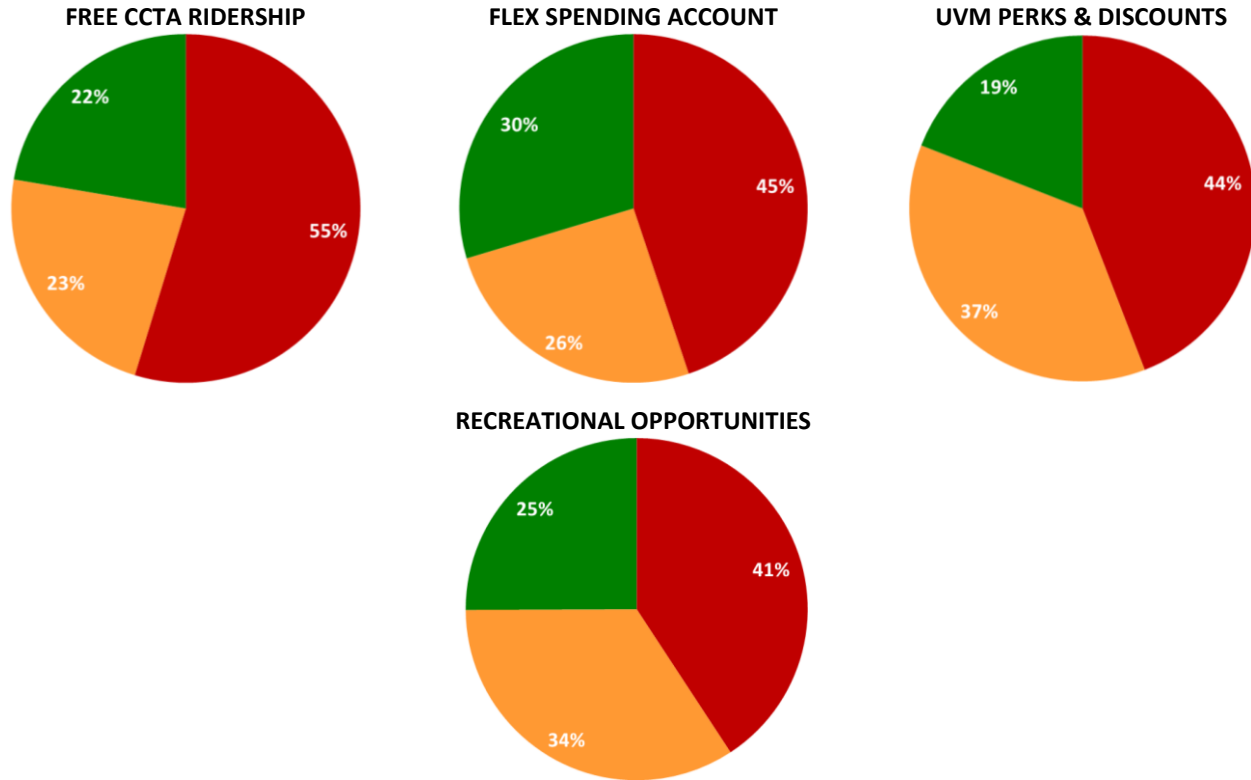
Benefits – Importance

Respondents were asked to rate the importance of 13 current benefits available to staff. The three most important as determined by percentage of respondents rating them very important or important were: health care, dental, and retirement savings – 403b. The importance of post-retirement benefits and long-term disability increase both with salary range and age and the importance of tuition remission decreases significantly for those 55 or older. The three least important benefits were: the Flex spending account, UVM perks & discounts, and recreational opportunities. While ranked in the bottom half overall, CCTA ridership was significantly more important for those making under \$30,000 per year (79% very important/important) and those under the age of 35 (69% very important/important.)

■ very important/important ■ somewhat important ■ not important



■ very important/important ■ somewhat important ■ not important

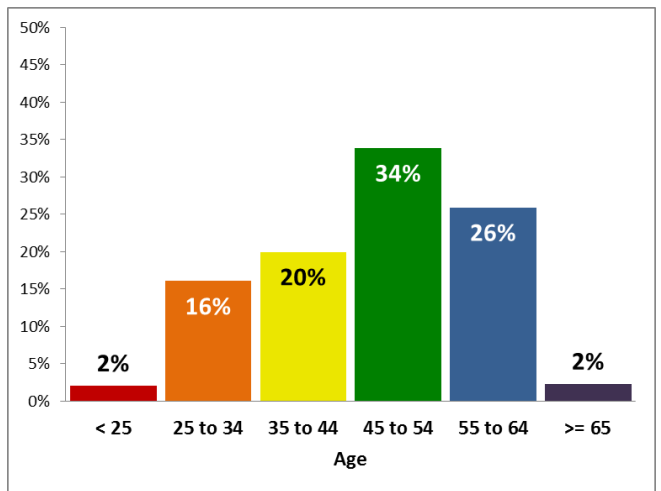
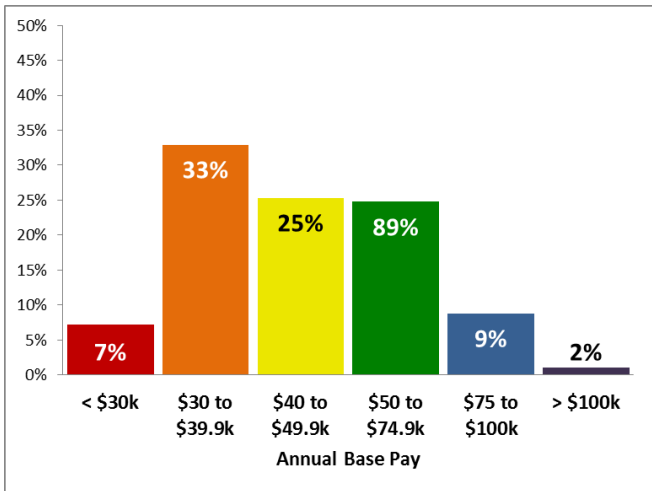
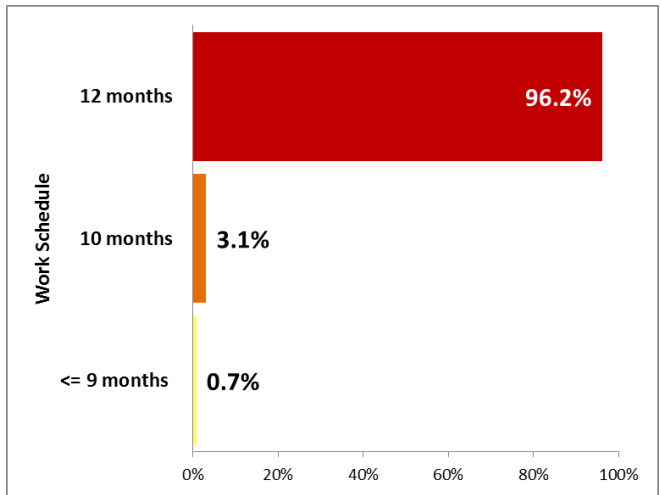
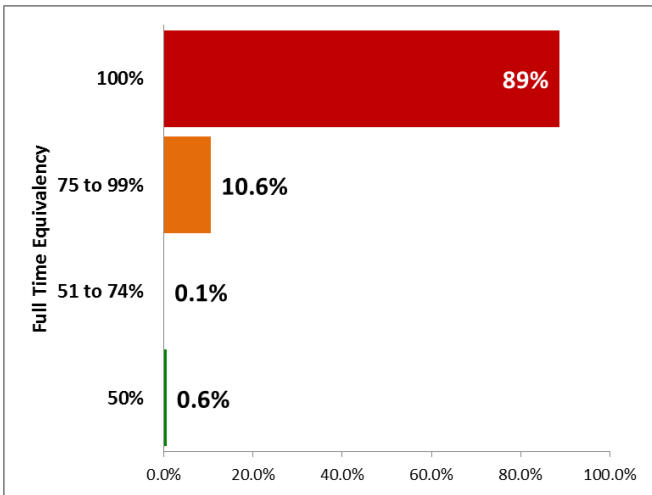
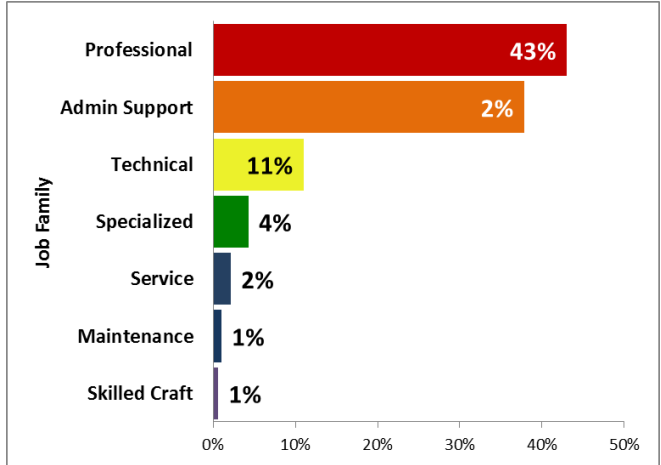
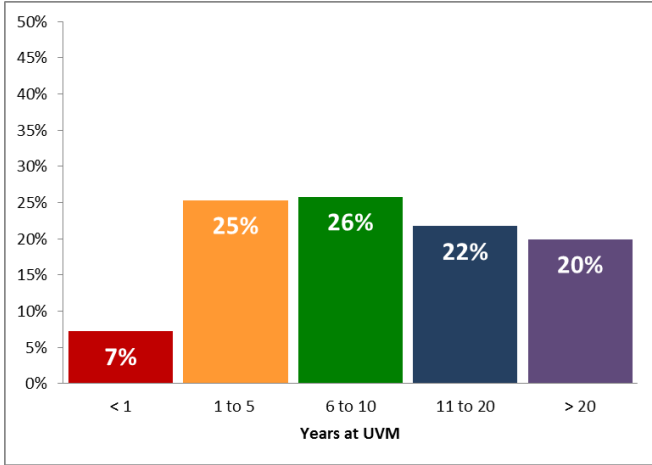


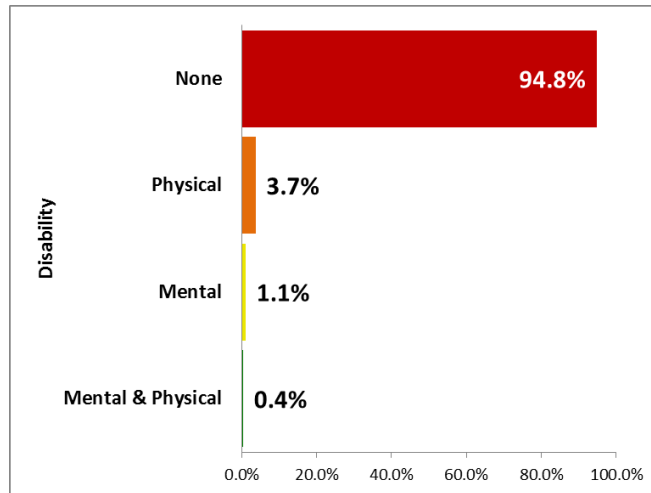
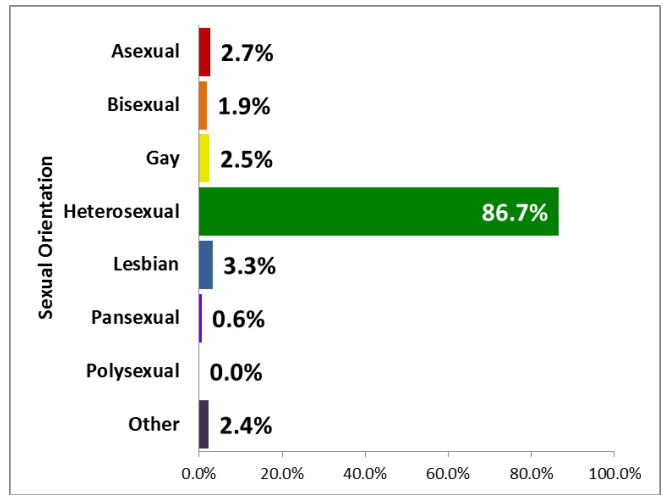
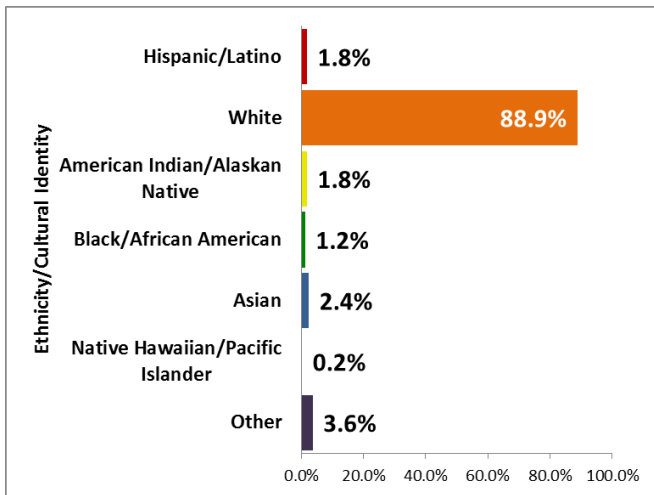
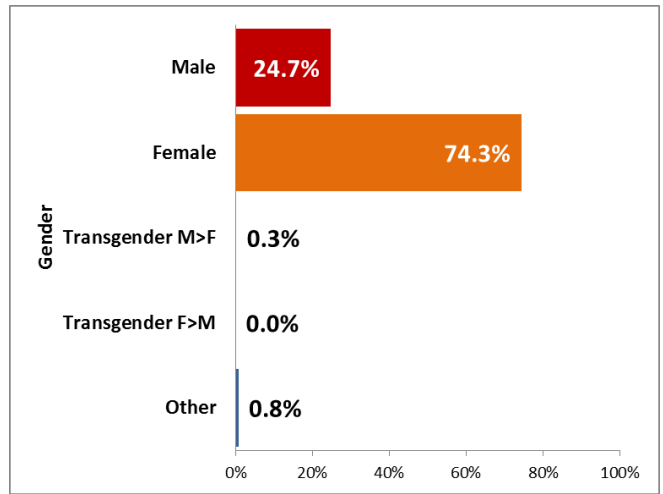
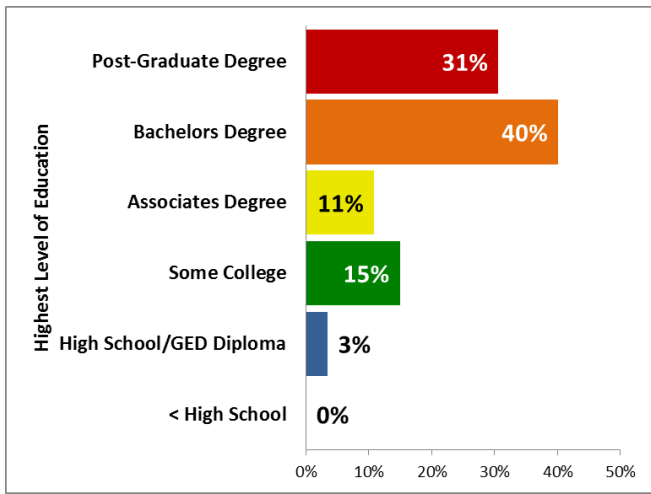
Benefits – Others that Might be Useful

Respondents were asked if there were additional benefits they would use if available, multiple responses include:

- 20 – Off-site gym membership
- 17 – Vision/glasses
- 8 – Expanded tuition remission (spouse, outside Vermont, etc.)
- 7 – Short-term disability/maternity leave
- 5 – Free on-campus parking
- 3 – Keep the benefits we have
- 3 – Discounted ferry tickets for NY commuters
- 3 – Flex time
- 3 – Subsidized childcare
- 3 – More professional development opportunities
- 2 – The ability to donate unused sick/vacation time to co-workers in need

Demographics





Appendix I - Survey Instrument

2011 Staff Council Survey

2011 survey of all staff eligible to be represented by Staff Council.

Welcome to the 2011 Staff Council Survey. Your responses will be used to determine how well the Staff Council is fulfilling its mission to "...serve as an advocate for staff by seeking out and responding to their ideas and concerns, representing them to the University administration, and keeping staff informed of University initiatives." The survey should take about ten to fifteen minutes to complete. While there are 41 questions in the survey, you will answer fewer than that as you will be asked some questions based upon your answers to previous questions. We appreciate your willingness to share your thoughts with us.

There are 41 questions in this survey

Staff Council Awareness

1 [A2]How familiar are you with the work that the Staff Council does? *

Please choose **only one** of the following:

- Very Familiar
- Familiar
- Somewhat Familiar
- I am not familiar with Staff Council

2 [A1]How long after coming to the University of Vermont did you first become aware of the Staff Council? *

Only answer this question if the following conditions are met:

° Answer was 'Somewhat Familiar' or 'Familiar' or 'Very Familiar' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?)

Please choose **only one** of the following:

- Within the first month
- 2 to 12 months
- 13 to 24 months
- More than 24 months
- I am not sure

3 [A13]How did you find out about the Staff Council? *

Only answer this question if the following conditions are met:

° Answer was 'Somewhat Familiar' or 'Familiar' or 'Very Familiar' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?)

Please choose **only one** of the following:

- At orientation
- My Staff Council Representative
- Another UVM staff member
- The Staff Council web site
- Staffline
- I don't remember
- Other

4 [A3]Have you ever visited the Staff Council web site? *

Only answer this question if the following conditions are met:

° Answer was 'Somewhat Familiar' or 'Familiar' or 'Very Familiar' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?)

Please choose **only one** of the following:

- Yes
- No

5 [A4]How many times did you visit the Staff Council web site during the past 12 months? *

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '4 [A3]' (Have you ever visited the Staff Council web site?)

Please choose **only one** of the following:

- 1
- 2-6
- 7-12
- More than 12

6 [A5]How would you rate the ease of locating information on the Staff Council web site? *

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '4 [A3]' (Have you ever visited the Staff Council web site?)

Please choose **only one** of the following:

- Very good
- Good
- Fair
- Poor
- Very poor

7 [A6]How can we improve the Staff Council web site?

Only answer this question if the following conditions are met:

° Answer was 'Yes' at question '4 [A3]' (Have you ever visited the Staff Council web site?)

Please write your answer here:

8 [A10]Please share with us why you haven't been to the web site. *

Only answer this question if the following conditions are met:

° Answer was 'No' at question '4 [A3]' (Have you ever visited the Staff Council web site?)

Please choose **only one** of the following:

- I am not aware of the Staff Council web site
- I don't have time during the workday
- I don't have access to a computer
- No interest
- Other

9 [A7]Do you read *Staffline*, the Staff Council monthly newsletter? *

Only answer this question if the following conditions are met:

° Answer was 'Somewhat Familiar' or 'Familiar' or 'Very Familiar' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?)

Please choose **only one** of the following:

- Always
- Sometimes
- Seldom
- Never

10 [A8]How would you rate the content in *Staffline*? *

Only answer this question if the following conditions are met:

° Answer was 'Always' or 'Sometimes' or 'Seldom' at question '9 [A7]' (Do you read *Staffline*, the Staff Council monthly newsletter?)

Please choose **only one** of the following:

- Very good
- Good

- Fair
- Poor
- Very poor

11 [A9]How can we improve *Staffline*?

Only answer this question if the following conditions are met:

° Answer was 'Always' or 'Sometimes' or 'Seldom' at question '9 [A7]' (Do you read Staffline, the Staff Council monthly newsletter?)

Please write your answer here:

12 [A12]Please share with us why you do not read *Staffline*.

Only answer this question if the following conditions are met:

° Answer was 'Never' at question '9 [A7]' (Do you read Staffline, the Staff Council monthly newsletter?)

Please write your answer here:

13 [A11]Please share other ways that we can reach you to provide updates that may be important to non-represented staff.

Only answer this question if the following conditions are met:

° Answer was 'Somewhat Familiar' or 'Familiar' or 'Very Familiar' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?)

Please write your answer here:

14 [A14]Would you like us to contact you? *

Only answer this question if the following conditions are met:

° Answer was 'I am not familiar with Staff Council' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?)

Please choose **only one** of the following:

- Yes
- No

15 [A15]Please provide us with your e-mail address and/or campus extension where we may contact you.

Only answer this question if the following conditions are met:

° Answer was 'I am not familiar with Staff Council' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?) *and* Answer was 'Yes' at question '14 [A14]' (Would you like us to contact you?)

Please write your answer here:

Staff Council Performance

16 [P1]Please rate how effective you feel the Staff Council is in each of the following areas: *

Only answer this question if the following conditions are met:

° Answer was NOT 'I am not familiar with Staff Council' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?)

Please choose the appropriate response for each item:

	Very Effective	Effective	Somewhat Effective	Not Effective	No Opinion
Advocating for staff on salary issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Very Effective	Effective	Somewhat Effective	Not Effective	No Opinion
Advocating for staff on benefits issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advocating for staff on professional development issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advocating for staff on University policy issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Advocating for staff on quality of life issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Communicating with staff regarding issues that affect them	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Soliciting staff input on current issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Addressing staff concerns on current issues	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Formulating recommendations to University administration	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Organizing campus events and activities (e.g. the annual Holiday Bazaar)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

17 [P2]Have you used the Staff Council Contact Sheet process? *

Only answer this question if the following conditions are met:

° Answer was NOT 'I am not familiar with Staff Council' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?)

Please choose **only one** of the following:

- Yes
- No

18 [P3]How would you rate the contact sheet process? *

Only answer this question if the following conditions are met:

° Answer was NOT 'I am not familiar with Staff Council' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?) *and* Answer was 'Yes' at question '17 [P2]' (Have you used the Staff Council Contact Sheet process?)

Please choose **only one** of the following:

- Very good
- Good
- Fair
- Poor
- Very poor

19 [P5]Are you concerned about confidentiality in the Contact Sheet process? *

Only answer this question if the following conditions are met:

° Answer was NOT 'I am not familiar with Staff Council' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?)

Please choose **only one** of the following:

- Yes
- No

20 [P6]Please share with us why you are concerned about confidentiality.

Only answer this question if the following conditions are met:

° Answer was NOT 'I am not familiar with Staff Council' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?) *and* Answer was 'Yes' at question '19 [P5]' (Are you concerned about confidentiality in the Contact Sheet process?)

Please write your answer here:

21 [P4]Please share any additional comments you have about the Contact Sheet process or other ways that you would prefer to communicate your concerns to the Staff Council.

Only answer this question if the following conditions are met:

° Answer was NOT 'I am not familiar with Staff Council' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?)

Please write your answer here:

Staff Council Representative Performance

22 [R1]Do you know who your Staff Council Representative is? *

Only answer this question if the following conditions are met:

° Answer was NOT 'I am not familiar with Staff Council' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?)

Please choose **only one** of the following:

- Yes
- No
- I am currently a Staff Council representative

23 [R2]How often are you contacted by your Staff Council representative? *

Only answer this question if the following conditions are met:

° Answer was NOT 'I am not familiar with Staff Council' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?) *and* Answer was 'Yes' at question '22 [R1]' (Do you know who your Staff Council Representative is?)

Please choose **only one** of the following:

- More than once per week
- Weekly
- Monthly
- Less frequently than monthly
- Never

24 [R3] Do you receive monthly Staff Council updates other than *Staffline*? *

Only answer this question if the following conditions are met:

° Answer was NOT 'I am not familiar with Staff Council' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?) *and* Answer was NOT 'I am currently a Staff Council representative' at question '22 [R1]' (Do you know who your Staff Council Representative is?)

Please choose **only one** of the following:

- Yes
- No
- I'm not sure

25 [R4] Are there ways that your Staff Council representative could serve you better?

Only answer this question if the following conditions are met:

° Answer was NOT 'I am not familiar with Staff Council' at question '1 [A2]' (How familiar are you with the work that the Staff Council does?) *and* Answer was NOT 'I am currently a Staff Council representative' at question '22 [R1]' (Do you know who your Staff Council Representative is?)

Please write your answer here:

What's Important to You

26 [I1] Please rank the following issues that the Staff Council is currently addressing in the order of importance to you:

*

Please number each box in order of preference from 1 to 7

- Benefits
- Standardized performance evaluation process
- Diversity
- Parking and transportation
- Environmental sustainability
- Deferred maintenance (the backlog of necessary infrastructure repairs and upgrades)
- Annual salary raise pool recommendation

27 [I2] Please list any additional issues that you would like the Staff Council to address.

Please write your answer here:

28 [I3] Please rate how important the following benefits are to you: *

Please choose the appropriate response for each item:

	Very Important	Important	Somewhat Important	Not Important	No Opinion
Health care	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Dental	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Retirement savings plan (403b)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Post-retirement benefits	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Tuition remission	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Very Important	Important	Somewhat Important	Not Important	No Opinion
Flexible spending account	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Group life insurance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Long-term disability	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Healthy Lifestyle/Work-Life Balance	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Access to UVM services (e.g. computer repair)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ability to ride CCTA buses free	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Recreational opportunities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
UVM perks and discounts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

29 [I4] Please let us know if there any benefits that you would use if available.

Please write your answer here:

Demographics

Please note that answering any or all of the following questions is optional and that the default response is "No Answer." We are asking for demographic information to evaluate the responses of groups who share common characteristics as they may identify constituencies that the Staff Council needs to focus upon in the future.

30 [D1] I have been on staff at UVM for

Please choose **only one** of the following:

- less than 1 year
- 1 to 5 years
- 6 to 10 years
- 11 to 20 years

more than 20 years

31 [D3]My job family is

Please choose **only one** of the following:

- Administrative Support
- Maintenance
- Professional
- Service
- Skilled Craft
- Specialized
- Technical
- I don't know

32 [D10]My full time equivalency (FTE) is

Please choose **only one** of the following:

- 100%
- 75% to 99%
- 51% to 74%
- 50%
- less than 50%
- I don't know

33 [D11]I currently work

Please choose **only one** of the following:

- 12 months
- 10 months
- 9 months or less

34 [D2]My annual base pay is

Only answer this question if the following conditions are met:

° Answer was '100%' at question '32 [D10]' (My full time equivalency (FTE) is)

Please choose **only one** of the following:

- less than \$30,000
- \$30,000 to \$39,999
- \$40,000 to \$49,999
- \$50,000 to \$74,999
- \$75,000 to \$100,000
- more than \$100,000

35 [D5]My age is

Please choose **only one** of the following:

- less than 25 years
- 25 to 34 years
- 35 to 44 years
- 45 to 54 years
- 55 to 64 years
- 65 years or more

36 [D7]My highest level of education is

Please choose **only one** of the following:

- Less than high school
- High school diploma/GED
- Some college
- Associates degree
- Bachelors degree
- Post-graduate degree

37 [D4]My gender is

Please choose **only one** of the following:

- Male
- Female
- Transgender (M to F)
- Transgender (F to M)
- Other

38 [D6]My ethnicity and cultural identity is

Please choose **all** that apply:

- Hispanic/Latino
- White
- American Indian or Alaskan Native
- Black or African-American
- Asian
- Native Hawaiian or Other Pacific Islander
- Other:

39 [D8]My sexual orientation is

Please choose **only one** of the following:

- Asexual
- Bisexual
- Gay
- Heterosexual
- Lesbian
- Pansexual
- Polysexual

Other

40 [D9]Do you have a disability?

Please choose **only one** of the following:

- None
- Physical
- Mental
- Both

Additional Information

41 [AI1]Is there anything else you would like to tell us?

Please write your answer here:

Thank you for completing the 2011 Staff Council Survey. Your opinions are important to us and we look forward to sharing the results of the survey with you. Click [here](#) to visit the Staff Council web site.

31.12.1969 – 19:00

Submit your survey.

Thank you for completing this survey.



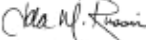
The University of Vermont

Staff Council

Serving as a voice and advocate for all staff at UVM, since 1971.

October 14, 2010

To: Eric Hoefel, Chair Ad Hoc Committee
Members of the Ad Hoc Committee

From: Ida Russin, Staff Council President 

Re: Creation of a Staff Council Survey

Since the Staff Council's reorganization in 2006, we have continued to use the established methods of Contact Sheets, Standing Committee generated surveys, and collaboration with other University entities to assess the needs, concerns, and ideas of non-represented staff employees at the University of Vermont. While these methods have been helpful, they do not provide the kind of information that enables our organization to determine which issues are of most importance to our constituents from year to year. In a similar thread, Staff Council does not have an established way to assess our organization's effectiveness, success, or overall perception within the non-represented staff employee community to understand how the work of our organization is received.

As our mission statement indicates, "Staff Council serves as an advocate for staff by seeking out and responding to their ideas and concerns, representing them to the University administration, and keeping staff informed of University initiatives." In order to better adhere to this mission, we must be able to focus our efforts by having a clear understanding of what staff think.

Therefore in my capacity as Staff Council President, I am establishing an Ad Hoc Committee on the creation of a Staff Council Survey in accordance with our bylaws as stated below.

Article IX. Ad Hoc Committees

Ad Hoc Committees may be created at any time by action of either the Staff Council or the Staff Council President. They shall be created for a specific purpose, given a finite period of time in which to accomplish their mission, and have their reporting structure clearly articulated from the outset. The committee may be chaired by the President or Vice President, or by any Regular member of the Staff Council. If the President creates the committee, s/he shall appoint the chairperson of the Committee; if the Council creates the Committee, the Council shall appoint the chairperson.

Charge from the President to the Ad Hoc Committee on the creation of a Staff Council Survey

- Appointed Committee Chair and Staff Council Representatives volunteering for this task to review charge. The committee will create a working name and will establish a meeting schedule to meet at least monthly.
- Review and discuss current Staff Council methods for collecting non-represented staff concerns and ideas as well as measures to assess the organization's success in fulfilling its mission.

- Identify and examine possible alternative methods using University resources to collect information from non-represented staff employees to assist Staff Council in focusing its efforts to fulfill its mission and assess its efforts.
- Create a system (i.e. survey) and methodology to collect the needs, concerns, and ideas of non-represented staff employees while assessing Staff Council effectiveness, success, and perception among these constituents in a manner that can be used from year to year.
- Collaborate with University departments (i.e. Institutional Research, Legal Counsel, Campus Climate Survey Work Group, HRS, etc.), and individuals who work on such survey/assessment tools throughout the process for additional feedback and assistance.
- Regularly Report on the work of the Ad Hoc Committee at Staff Council Executive Board meetings and consult with the Staff Council President and Vice President.
- Implement the distribution of the survey/assessment tool in collaboration with the Staff Council Office
- Evaluate the collected data upon the completion of the survey and provide a report for the Staff Council

Timeline

- **October 14, 2010 – Charge Communicated**
In the month of October the Chair establishes a meeting schedule with the Staff Council Office and begins to plan the process to complete the charge.
- **October 25, 2010 – Executive Board Meeting**
Report on the committee name, meeting schedule and review charge of the Ad Hoc Committee at the Executive Board meeting.
- **November 15, 2010 – Executive Board Meeting**
Report on the work of the Ad Hoc Committee at the Executive Board meeting.
- **December 13, 2010 – Executive Board Meeting**
Report on the work of the Ad Hoc Committee at the Executive Board meeting.
- **January 24, 2011 – Executive Board Meeting**
Report on the work of the Ad Hoc Committee at the Executive Board meeting.
- **February 14, 2011 – Executive Board Meeting**
Report on the work of the Ad Hoc Committee at the Executive Board meeting. Present preliminary model for consideration to the Executive Board and gain feedback.
- **March 1, 2011 – Staff Council Meeting**
Present the preliminary model for consideration to the Staff Council and gain feedback.
- **March 28, 2011– Executive Board Meeting**
Present final draft version to Executive Board before full Staff Council vote.
- **April 5, 2011 – Staff Council Meeting**
Present Final Draft version of survey to Staff Council for approval.
- **Mid-April 2011 – Distribute Survey/Assessment Tool**

Implement survey and form workgroup that will evaluate data.

- **May 2011 – Evaluate Data as Required; Create Report; Establish Next Steps**
Provide a report for the Staff Council upon review of the data collected and establish next steps.
- **August 2011 – Review Data**

Ad Hoc Committee Membership

Chair

- Eric Hoefel

Committee Members

- Michelle Chapman
- Yuliya Cruz
- Isis Erb
- Mark Galen Hall
- Allen Josey
- Susan Williford

Ex-Officio

- Jeff Bukowski

Cc: Staff Council Representatives