

# **FACULTY QUESTIONNAIRE**

## **WORKLOAD / ATTITUDES**

[Academic Program Review Guidelines](#)

ACADEMIC PROGRAM REVIEW

**FACULTY QUESTIONNAIRE**

**FACULTY WORKLOAD**

1. During the past five academic years, were you considered to be a tenured/tenure track or part-time employee?

Tenured/Tenure-Track \_\_\_\_\_ Part-Time \_\_\_\_\_

2. If you served as chair of the department during any of the past five academic years, please indicate the chair appointment timebase for each year served.

( Year ) \_\_\_\_\_ ( Year ) \_\_\_\_\_ ( Year ) \_\_\_\_\_ ( Year ) \_\_\_\_\_ ( Year ) \_\_\_\_\_

3. If you served as coordinator of the program during any of the past five academic years, please indicate the appointment timebase for each year served.

( Year ) \_\_\_\_\_ ( Year ) \_\_\_\_\_ ( Year ) \_\_\_\_\_ ( Year ) \_\_\_\_\_ ( Year ) \_\_\_\_\_

4. If you were given a reduced teaching load or assigned time during the past five academic years, please indicate how many units were you released from and whether it was funded by the University or outside sources?

	Units	University	Outside Source	Purpose
( Year )	_____	_____	_____	_____
( Year )	_____	_____	_____	_____
( Year )	_____	_____	_____	_____
( Year )	_____	_____	_____	_____
( Year )	_____	_____	_____	_____

5. Please indicate how many different committees you served on during the past five academic years (please do not include thesis, exam or orals committees).

	( Year )	( Year )	( Year )	( Year )	( Year )
Department/Program Committees	_____	_____	_____	_____	_____
School/College Committees	_____	_____	_____	_____	_____
University Committees	_____	_____	_____	_____	_____

6. In an average week, how many hours do you spend doing each of the following (please give best estimate if not sure):

# Hours

- \_\_\_\_\_ Scholarly/Creative Activities
- \_\_\_\_\_ Teaching (include all aspects of instruction; e.g. classroom time, preparation, grading)
- \_\_\_\_\_ Advising Students
- \_\_\_\_\_ University, College and Departmental Service
- \_\_\_\_\_ Administration
- \_\_\_\_\_ Service Learning
- \_\_\_\_\_ Fund Raising
- \_\_\_\_\_ Community or Professional Service Activities (unpaid/pro-bono)
- \_\_\_\_\_ Other, Specify \_\_\_\_\_

7. Please use the spaces below to indicate how many different and types of course preparations you taught each term during the past five academic years:

	Different Preparations	New Preparations	On-Line Web Based
( Semester )	_____	_____	_____
( Semester )	_____	_____	_____
( Semester )	_____	_____	_____
( Semester )	_____	_____	_____
( Semester )	_____	_____	_____
( Semester )	_____	_____	_____
( Semester )	_____	_____	_____
( Semester )	_____	_____	_____
( Semester )	_____	_____	_____
( Semester )	_____	_____	_____

8. For the following workload questions, please mark the most appropriate response:

	Higher	About the Same	Lower	Don't Know
a. Compared to other faculty in my discipline, my workload is:	_____	_____	_____	_____
b. Compared to other faculty in my institution, my workload is:	_____	_____	_____	_____
c. Compared to other faculty in my department, my workload is:	_____	_____	_____	_____
d. Compared to my expectations when I took the job, my workload is:	_____	_____	_____	_____

9. The statements below reflect the relationship you have with your department. Please indicate whether you strongly agree, somewhat agree, somewhat disagree or strongly disagree with each of the following statements:

	Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree
a. I am treated with respect in my department	_____	_____	_____	_____
b. I feel that my department values my contributions	_____	_____	_____	_____
c. The department's expectations of my workload are consistent with my expectations	_____	_____	_____	_____
d. Participation in faculty governance is rewarded by my department	_____	_____	_____	_____
e. Participation in department/program committees is rewarded in my department	_____	_____	_____	_____
f. Participation in university, school or college committees is rewarded by my department	_____	_____	_____	_____
g. Effective teaching is rewarded at my institution	_____	_____	_____	_____

10. How satisfied or dissatisfied do you personally feel about each of the following aspects of your job in this department?

	Very Satisfied	Somewhat Satisfied	Somewhat Dissatisfied	Very Dissatisfied	Not Applicable
a. My overall work load	_____	_____	_____	_____	_____
b. My job security	_____	_____	_____	_____	_____
c. The mix of teaching, research, administration, and service (as applicable) that I am required to do	_____	_____	_____	_____	_____
d. Time available for working with student as an advisor, mentor, etc.	_____	_____	_____	_____	_____
e. Teaching assistance that I receive (graduate assistants, student assistants, etc.)	_____	_____	_____	_____	_____
f. Facilities for scholarly and creative activities	_____	_____	_____	_____	_____
g. Teaching facilities	_____	_____	_____	_____	_____
h. Office space	_____	_____	_____	_____	_____
i. Classroom technology	_____	_____	_____	_____	_____
j. Support for professional development	_____	_____	_____	_____	_____
k. Availability of equipment	_____	_____	_____	_____	_____
l. Availability of technical support	_____	_____	_____	_____	_____
m. Availability of clerical support	_____	_____	_____	_____	_____
n. Library and information resources	_____	_____	_____	_____	_____

## CREATIVE AND SCHOLARLY ACTIVITIES

11. Approximately how many of each of the following have you presented/published/completed during each of the past five academic years?

	( Year )	( Year )	( Year )	( Year )	( Year )
a. Articles or creative work published in referred professional or trade journals	_____	_____	_____	_____	_____
b. Articles or creative work published in non-referred professional or trade journals	_____	_____	_____	_____	_____
c. Articles or creative work published in popular media or in-house newsletters	_____	_____	_____	_____	_____
d. Published reviews of books, articles, or creative works	_____	_____	_____	_____	_____
e. Chapter in edited volumes	_____	_____	_____	_____	_____
f. Textbooks	_____	_____	_____	_____	_____
g. Monographs	_____	_____	_____	_____	_____
h. Other Books	_____	_____	_____	_____	_____
i. Research or technical reports disseminated internally or to clients	_____	_____	_____	_____	_____
j. Presentations at conferences, workshops, etc.	_____	_____	_____	_____	_____
k. Juried exhibitions or performances in the fine/applied arts	_____	_____	_____	_____	_____
l. Non-Juried exhibitions or performances in the fine/applied arts	_____	_____	_____	_____	_____
m. Patents or copyrights	_____	_____	_____	_____	_____
n. Reviewing articles or creative work for publication or presentation	_____	_____	_____	_____	_____
o. Computer software products	_____	_____	_____	_____	_____
p. Serving on editorial boards/jury panels	_____	_____	_____	_____	_____
q. Accreditation reviews	_____	_____	_____	_____	_____
r. Web-based on-line instruction materials	_____	_____	_____	_____	_____

## STUDENTS

12. For each type of student listed below please indicate about how many received individualized instruction (i.e., tutoring, independent study, directed readings) from you in a typical week during the past five academic years. Also, indicate the average number of contact hours per week that you spent providing individualized instruction to each type of student. (Please give your best estimate for an average week)

	# of Students Receiving Individual Instruction	# of Hours of Individualized Instruction (not including e-mail and online instruction)
Lower Division	_____	_____
Upper Division	_____	_____
Graduate	_____	_____
Other Students	_____	_____

13. During the past five academic years, about how many graduate or undergraduate thesis committees, comprehensive exams or orals did you chair or serve on at this institution?

	Served as Chair	Served as Member
Graduate Thesis Committees	_____	_____
Undergraduate Thesis Committees	_____	_____
Comprehensive Exams or Orals Committees	_____	_____

14. Approximately how many office hours per week do you hold? \_\_\_\_\_

15. In addition to your scheduled office hours, about how many hours per week do you spend with students outside of class, in person or by phone? \_\_\_\_\_

16. About how many hours per week do you spend in electronic communication with your students, including e-mail and online instruction? \_\_\_\_\_

17. About how many students do you counsel and advise per term? \_\_\_\_\_

18. The statements below reflect ways you interact with students. Please indicate whether you strongly agree, somewhat agree, somewhat disagree, or strongly disagree with each of the following statements.

	Strongly Agree	Somewhat Agree	Somewhat Disagree	Strongly Disagree
a. I encourage students to see me outside of class.	_____	_____	_____	_____
b. I encourage students to work with other students on projects outside of class.	_____	_____	_____	_____
c. I ask students to work cooperatively and collaboratively during class.	_____	_____	_____	_____
d. I respond promptly to student work with feedback that allows them to improve.	_____	_____	_____	_____
e. I demand a lot of my students.	_____	_____	_____	_____
f. I encourage students to ask questions in class.	_____	_____	_____	_____
g. I vary classroom/instructional activities to accommodate different learning styles of students.	_____	_____	_____	_____
h. I talk to students about career opportunities in my field.	_____	_____	_____	_____
i. I inform student about opportunities to learn outside of the classroom.	_____	_____	_____	_____