Las Positas College
Staff Accreditation Survey (Spring 2001)

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The purpose of this accreditation survey is to get an understanding of the perceptions of the Las Positas College faculty, management, and classified staff on a variety of issues important to the college. The opinions and information that you provide will be used in the College Self-Study Report on which recommendations and future planning will be based.

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INSTRUCTIONS: Thank you for taking time to respond to this survey questionnaire. The results of this survey will help to identify the strengths of Las Positas College and indicate where improvements are needed. All responses are strictly confidential.

The survey is divided into various sections reflecting the different accreditation standards of the Western Association of Schools and Colleges. Use the evaluation scale provided to determine your response to the statements included in each standard. <u>Please use DARK BLUE or BLACK INK to complete the survey.</u> Return to Dr. Amber Machamer in Building 100 when you have completed the survey.

Staff Position:
- ○ Faculty
- ○ Classified
- ○ Administration

Employment Status:
- ○ Full-time ○ Part-Time

Number of years employed at LPC:
- ○ Less than 1 year
- ○ 1-2 years
- ○ 3-5 years
- ○ 6-10 years
- ○ More than 10 years

Service Area: (choose one)
- ○ Academic Services/Instruction
- ○ Student Services/Counseling
- ○ Learning Resources Center
- ○ Security
- ○ Maintenance/Grounds/Custodial
- ○ Computer Support
- ○ College Administration
- ○ Other

STANDARD ONE: INSTITUTIONAL MISSION
Please see Mission Statement insert

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	NO EXPERIENCE
The LPC Mission Statement adequately defines the broad-based educational objectives developed through the college planning process	○	○	○	○	○
Institutional planning and decision-making are guided by the mission statement	○	○	○	○	○

STANDARD TWO: INSTITUTIONAL INTEGRITY

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	NO EXPERIENCE
The governing board and college management protect and support LPC faculty in their exercise of academic freedom	○	○	○	○	○
The faculty of LPC protects the academic freedom of its members	○	○	○	○	○
In the classroom, faculty members at LPC encourage a balanced perspective of multifaceted issues, beliefs and world views	○	○	○	○	○
LPC fosters an environment in which every person is treated with respect	○	○	○	○	○
LPC provides faculty and classified staff with clear expectations concerning the principles of academic honesty and the sanctions for violations	○	○	○	○	○
The LPC catalog accurately reflects the courses which appear in the classschedule within a two-year cycle	○	○	○	○	○
The college makes serious efforts toward creating a positive environment in which all individuals are likely to feel respected and esteemed	○	○	○	○	○
The institution demonstrates honesty and integrity in its athletic programs	○	○	○	○	○

STANDARD THREE: INSTITUTIONAL EFFECTIVENESS

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	NO EXPERIENCE
Institutional research is integrated with and supportive of institutional planning and evaluation	○	○	○	○	○
All segments of the campus community at LPC have an effective role in the established college planning process	○	○	○	○	○
The planning process at LPC adequately identifies college priorities	○	○	○	○	○
LPC uses the results of the planning process to prioritize the allocation of resources	○	○	○	○	○

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STANDARD FOUR: EDUCATIONAL PROGRAMS

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	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	NO EXPERIENCE
The class schedule and college catalog are easy to understand and use	○	○	○	○	○
English basic skills courses meet the needs of the overall student population	○	○	○	○	○
Math basic skills courses meet the needs of the overall student population	○	○	○	○	○
Computer skills courses meet the needs of the overall student population	○	○	○	○	○
Learning skills courses meet the needs of special student populations (i.e., learning disabled, physically disabled)	○	○	○	○	○
Technical-vocational courses meet the needs of students interested in occupational job training	○	○	○	○	○
The faculty has a major and effective role in design, implementation, and revision of the curriculum	○	○	○	○	○
The institution provides sufficient human, financial, and physical resources (including technology) to support its educational programs	○	○	○	○	○
The processes for implementation and revision of the curriculum are clearly understood by faculty and function as intended	○	○	○	○	○
The employment needs of our community are being met through our occupational educational programs	○	○	○	○	○
Faculty and other personnel are adequately informed of the academic advising services for students and can make appropriate referrals	○	○	○	○	○
LPC effectively utilizes a range of delivery methods and technology where appropriate to meet the needs of students	○	○	○	○	○
LPC is adequately presenting educational programs of community interest outside the regular curriculum, such as community education, symposia, conferences, and workshops	○	○	○	○	○
LPC offers a sufficient number of independent study courses	○	○	○	○	○
The college offers appropriate general education courses to meet student needs	○	○	○	○	○
The current program review process is an effective method for determining appropriate curriculum changes and improvements	○	○	○	○	○
Students are provided adequate opportunity to obtain credit by examination and advance placement credit	○	○	○	○	○
Students completing programs demonstrate achievement of stated learning outcomes	○	○	○	○	○
Students completing degree programs demonstrate competence in the use of language and computation	○	○	○	○	○
The general education programs provide the opportunity for students to develop the skills, social attitudes, and appreciation of cultural diversity that will make them effective learners and citizens	○	○	○	○	○
Students completing the general education program demonstrate competence in communication, reasoning, and critical thinking skills	○	○	○	○	○
LPC ensures the quality of instruction, academic rigor, and educational effectiveness of its courses and programs	○	○	○	○	○
Grading is consistent with student learning and is based upon generally accepted norms or equivalencies	○	○	○	○	○

STANDARD FIVE: STUDENT SUPPORT AND DEVELOPMENT

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	NO EXPERIENCE
The institution publishes its admission policies and follows practices that are consistent with those policies	○	○	○	○	○
LPC sufficiently supports and generates outside-the-classroom events of cultural enrichment to the community, such as musical, theatrical, and celebratory events, as well as multi-cultural events	○	○	○	○	○
The institution maintains a campus climate which serves and supports its diverse student population	○	○	○	○	○
Counselors effectively help students select appropriate academic courses	○	○	○	○	○
Counselors provide students with accurate and useful information about technical-vocational programs	○	○	○	○	○
Counselors provide students with accurate and useful transfer information	○	○	○	○	○
The institution provides appropriate, comprehensive, and accessible services to its students regardless of services, location or delivery method	○	○	○	○	○

STANDARD SIX: INFORMATION AND LEARNING RESOURCES

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	NO EXPERIENCE
Resources available in the library/LRC are adequate for students to complete academic coursework assignments	○	○	○	○	○
Resources in the Library/LRC are up to date	○	○	○	○	○
The library facilities available are sufficient to support the college's educational offerings	○	○	○	○	○
Media resources and equipment are adequate for students	○	○	○	○	○
Electronic access to CD ROMS, computerized databases and Internet in the Library/LRC are adequate	○	○	○	○	○
The hours of operation of the Library/LRC are adequate	○	○	○	○	○
Support staff coverage in the Library/LRC is adequate at all hours of operation	○	○	○	○	○
The amount of space in the LRC is adequate relative to the number of students enrolled	○	○	○	○	○
Computing and data communications services are provided in sufficient quality and quantity for use by students and faculty	○	○	○	○	○
Faculty and classified staff are adequately involved in the selection of resource materials to support their program areas	○	○	○	○	○
Faculty and classified staff are kept informed of new developments in learning technologies for possible future acquisition	○	○	○	○	○
Library/LRC materials and library orientation adequately address the needs of both traditional and non-traditional students	○	○	○	○	○
The LRC serves the needs of a diverse student population	○	○	○	○	○

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	STRONGLY AGREE	-			

STANDARD SEVEN: FACULTY AND STAFF

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	NO EXPERIENCE
The size of the classified staff is adequate to meet the needs of the college	O	O	O	O	O
The size of the faculty is adequate to meet the needs of the college	O	O	O	O	O
The transition from Area Chairs to Division Deans better supports the college's programs and services	O	O	O	O	O
The number of Division Deans is adequate to meet the needs of the college	O	O	O	O	O
The ratio of full-time faculty to part-time faculty is appropriate	O	O	O	O	O
All personnel have adequate opportunities to participate in all aspects of the college hiring process	O	O	O	O	O
The college demonstrates its commitment to diversity through its hiring process, including job descriptions, diversity of applicant pool, and the selection of hiring committee members	O	O	O	O	O
Evaluations of my job are systematic and conducted at stated intervals	O	O	O	O	O
Evaluations of my job performance seek to assess job effectiveness	O	O	O	O	O
Evaluations of my job performance encourage improvement in performance	O	O	O	O	O
All categories of personnel are provided sufficient opportunities for continued professional development	O	O	O	O	O
All categories of personnel are provided sufficient opportunities to keep current in their fields	O	O	O	O	O
Procedures to receive staff development funds are clearly stated and equitably applied	O	O	O	O	O
The planning and evaluation of staff development activities include the staff who participate in, or are affected by, the activity	O	O	O	O	O
Human Resources policies and procedures are clear and available for my review	O	O	O	O	O
Faculty participation in flexible flex days, rather than set flex days, allows greater opportunities for continued professional development	O	O	O	O	O

STANDARD EIGHT: PHYSICAL RESOURCES

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	NO EXPERIENCE
Conference rooms available on campus are sufficient for faculty, management, and classified staff needs	O	O	O	O	O
Storage space available on campus is adequate to meet faculty, management, and classified staff needs	O	O	O	O	O
Office space provided for part-time faculty is sufficient	O	O	O	O	O
I have a clear understanding of the process for requesting maintenance and/or repair of campus buildings and grounds	O	O	O	O	O
Office space provided for full-time faculty is sufficient	O	O	O	O	O
Requests for maintenance and/or repair of buildings and grounds are handled in a timely manner and with satisfactory results	O	O	O	O	O
The quality of current custodial services on campus is satisfactory and consistent providing a clean and pleasant environment	O	O	O	O	O
The appearance of landscaping on campus is well-maintained	O	O	O	O	O
Off-campus facilities (i.e. physical education/performing arts) are adequate for faculty to effectively carry out teaching responsibilities	O	O	O	O	O
Safety and security on campus are adequate and effectively managed	O	O	O	O	O
On-campus facilities are adequate for faculty to effectively carry out teaching responsibilities	O	O	O	O	O

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STANDARD EIGHT: PHYSICAL RESOURCES

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	NO EXPERIENCE
Faculty and classified staff clearly understand their responsibilities in the event of an emergency	○	○	○	○	○
Available equipment is appropriate and adequate for me to carry out required work responsibilities	○	○	○	○	○
Periodic replacement of college equipment is adequately scheduled	○	○	○	○	○
Adequate provisions have been made for the security of campus equipment	○	○	○	○	○
Faculty and classified staff are adequately involved in the planning and design phase of new or remodeled facilities	○	○	○	○	○
The needs of the faculty and classified staff are adequately considered in the construction of new or remodeled facilities	○	○	○	○	○
Campus construction projects are completed on time, within budget, and with satisfactory results	○	○	○	○	○
The college provides and maintains efficient work and study environments (lighting, climate control, sound proofing, etc.)	○	○	○	○	○
I have a clear understanding of the process for reporting concerns regarding safety, health, or security problems	○	○	○	○	○
Campus signs concerning building locations and room identification are sufficient, easy to read and strategically located	○	○	○	○	○

STANDARD NINE: FINANCIAL RESOURCES

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	NO EXPERIENCE
Faculty are provided with adequate opportunity to participate in the budget process	○	○	○	○	○
Classified staff are provided with adequate opportunity to participate in the budget process	○	○	○	○	○
Fund raising efforts support the programs and services of the institution, are consistent with the mission and goals of the institution, and are conducted with integrity	○	○	○	○	○
The planning process assists in prioritizing the allocation of fiscal resources for programs and services	○	○	○	○	○
There is centralized coordination in the college budget development process	○	○	○	○	○
Faculty are adequately informed regarding progress in development of the college budget	○	○	○	○	○
Classified staff are adequately informed regarding progress in the development of the college budget	○	○	○	○	○
Faculty concerns regarding budget matters are adequately addressed during the appropriate phase of the budget process	○	○	○	○	○
Classified staff concerns regarding budget matters are adequately addressed during the appropriate phase of the budget process	○	○	○	○	○
Financial planning supports institutional goals and is linked to other institutional planning efforts	○	○	○	○	○
Annual and long-range financial planning reflects realistic assessments of resource availability and expenditure requirements	○	○	○	○	○
Annual and long-range capital plans support educational objectives and relate to the plan for physical facilities	○	○	○	○	○
Institutional guidelines and processes for financial planning and budget development are clearly defined	○	○	○	○	○
Institutional guidelines and processes for financial planning and budget development are followed	○	○	○	○	○
Administrators, faculty, and classified staff have appropriate opportunities to participate in the development of financial plans and budgets	○	○	○	○	○

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STANDARD TEN: GOVERNANCE AND ADMINISTRATION

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	NO EXPERIENCE
The college president provides effective leadership to define goals, develop plans, and establish priorities for the institution	○	○	○	○	○
College administration efficiently manages financial resources and implements budget expenditures based on institutional priorities	○	○	○	○	○
The college administration ensures the implementation of statutes, regulations, and board policies	○	○	○	○	○
The administration provides effective and efficient leadership and management which make possible an effective teaching and learning environment	○	○	○	○	○
Administration has a substantive and clearly defined role in institutional governance	○	○	○	○	○
Administration's role in institutional governance is *appropriate*	○	○	○	○	○
Administration's role in institutional governance is *effective*	○	○	○	○	○
The faculty Senate is an effective organization that provides input into institutional governance	○	○	○	○	○
Institutional support for faculty participation in governance is adequate	○	○	○	○	○
The faculty's role in institutional governance is *appropriate*	○	○	○	○	○
The faculty's role in institutional governance is *effective*	○	○	○	○	○
The institution clearly states and publicizes the role of classified staff in institutional governance	○	○	○	○	○
The role of staff in institutional governance is *appropriate*	○	○	○	○	○
The role of staff in institutional governance is *effective*	○	○	○	○	○
The institution clearly states and publicizes the role of students in institutional governance	○	○	○	○	○
The role of students in institutional governance is *appropriate*	○	○	○	○	○
The role of students in institutional governance is *effective*	○	○	○	○	○
The Chancellor provides effective leadership to define goals, develop plans, and establish priorities for the institution	○	○	○	○	○
The Chancellor efficiently manages financial resources	○	○	○	○	○
The Chancellor implements budget expenditures based on District wide priorities	○	○	○	○	○
The Chancellor ensures the implementation of statutes, regulations, and board policies	○	○	○	○	○
The district provides effective services that support the mission and functions of the college	○	○	○	○	○
The district and the college utilize effective methods of communication and exchange information in a timely and efficient manner	○	○	○	○	○

SECTION ELEVEN: OTHER THINGS WE NEED TO KNOW

	STRONGLY AGREE	AGREE	DISAGREE	STRONGLY DISAGREE	NO EXPERIENCE
The campus environment, in general, is one of tolerance to differences in ethnicity, cultural background, age, gender, sexual orientation, physical disability and religious beliefs	O	O	O	O	O
I feel comfortable interacting with faculty, management and classified staff who are of a different ethnicity than myself	O	O	O	O	O
The organization of the college provides an environment that encourages and facilitates the professional growth and continuous learning of all employees	O	O	O	O	O
LPC's organization encourages and facilitates personnel to express concerns, input potential solutions, and to discuss matters that affect their particular job tasks or their job	O	O	O	O	O
The organization of the college provides appropriate, responsive, and timely feedback on decisions that affect individual job tasks	O	O	O	O	O
The organization of the college supports teamwork, collegial sharing, cooperation, and team building as priorities	O	O	O	O	O
LPC makes serious efforts toward creating a positive environment that is inclusive of all	O	O	O	O	O
LPC ensures that college policies and procedures are clearly communicated to the college community	O	O	O	O	O
LPC makes serious efforts toward creating a positive environment in which individuals are likely to feel esteemed	O	O	O	O	O
LPC is "open" in terms of listening and caring about the concerns of the faculty, management, classified staff, and students	O	O	O	O	O
College administration effectively and fairly resolves grievances dealing with racial or sexist issues	O	O	O	O	O
The management staff is open to listening to concerns of the faculty, classified staff and students	O	O	O	O	O
There is open and positive communication among the faculty	O	O	O	O	O
There is open and positive communication among the classified staff	O	O	O	O	O
I feel respected and valued by the faculty	O	O	O	O	O
I feel respected and valued by the classified staff	O	O	O	O	O
I feel respected and valued by the college administration	O	O	O	O	O
Publicity released by LPC is accurate and timely	O	O	O	O	O
The college has an effective marketing system to attract students to the campus	O	O	O	O	O
The college has an effective program to attract local high school students to the campus	O	O	O	O	O

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This last page is for you to write any comments you have regarding any of the ten standards. First mark the standard(s) your comments address.

Standard(s) your comments address (mark all that apply)

○ Standard One: Institutional Mission

○ Standard Two: Institutional Integrity

○ Standard Three: Institutional Effectiveness

○ Standard Four: Educational Programs

○ Standard Five: Student Support and Development

○ Standard Six: Information and Learning Resources

○ Standard Seven: Faculty and Staff

○ Standard Eight: Physical Resources

○ Standard Nine: Financial Resources

○ Standard Ten: Governance and Administration

Your comments here: