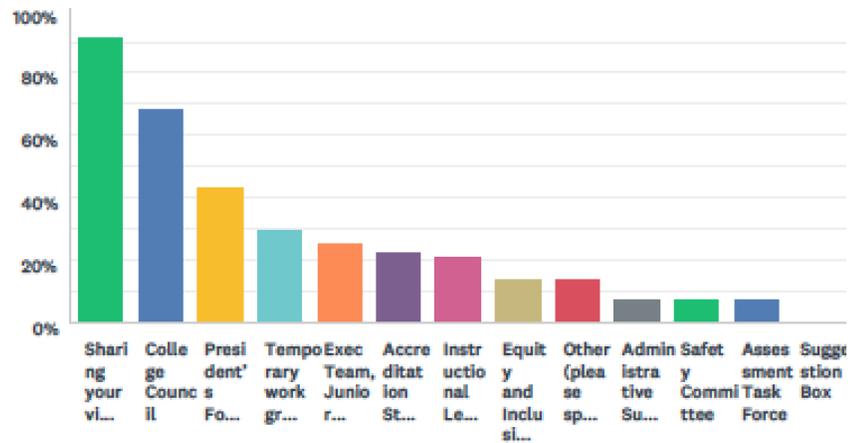


Q1 This list shows the current avenues at OCCC for sharing your views. Please mark all you have participated in over the past 24 months.

Answered: 44 Skipped: 1



| ANSWER CHOICES | RESPONSES | |
|--|-----------|----|
| Sharing your viewpoints with your supervisor | 90.91% | 40 |
| College Council | 68.18% | 30 |
| President's Forums or Yak & Snack | 43.18% | 19 |
| Temporary work groups (examples: screening committee, task force on special project) | 29.55% | 13 |
| Exec Team, Junior Exec Team, All Managers Group | 25.00% | 11 |
| Accreditation Steering Committee | 22.73% | 10 |
| Instructional Leadership Team | 20.45% | 9 |
| Equity and Inclusion Committee | 13.64% | 6 |
| Other (please specify) | 13.64% | 6 |
| Administrative Support Knot (ASK) | 6.82% | 3 |
| Safety Committee | 6.82% | 3 |
| Assessment Task Force | 6.82% | 3 |
| Suggestion Box | 0.00% | 0 |
| Total Respondents: 44 | | |

Question 4: What is your employee type?

| ANSWER CHOICES | RESPONSES |
|--------------------|-----------|
| Full Time Faculty | 17.07% 7 |
| Part Time Faculty | 39.02% 16 |
| Classified/Support | 19.51% 8 |
| Administration | 24.39% 10 |
| TOTAL | 41 |

Skipped this question: 4
 One Administration response, do not count (Birgitte)
 Total Survey Responses: 44

Question 2: For those you selected above, what was good about them and what could be improved? (Please reference what "avenues for sharing" you are commenting upon.)

Question 3: Do you think there should be additional ways to share your viewpoints? If so, for what purpose and how should it be structured?

Thematic Analysis of Responses to Q2 and Q3

Five major themes emerged across all responses as follows, in order of frequency of comments (major = 11 or more):

1. There are sufficient avenues for input at OCCC, and overall, they work well (30 comments)
2. There are also many opportunities to improve these avenues (21 comments)
3. Sharing with supervisors is effective and works well for many employees (17 comments)
4. College Council is important, sometimes effective, and can be improved in structure and process. (14 comments)
5. College communication overall could be improved (11 comments)

Also included as a theme (while only six comments, presumably these come from faculty and represent an important perspective.)

6. Interest in faculty only, or faculty-instruction only, group or meeting (6 comments)

Small clusters (four or less) of comments also appeared in these areas:

1. Administration needs to listen more
2. Input for/from classified employees
3. President forums
4. Avenues for Administrative employees
5. Not categorized (unclear how fits in survey topic and questions)

Six comments were referred for administrative follow-up, as they appeared to fall outside the context of the survey and can be better addressed via administrative review and action.

Themes

There are sufficient avenues for input at OCCC, and overall, they work well (30 comments)

1. What's good: many different ways to give input and share views. Q2
2. All of the avenues, for me, work as intended are very useful collaborative forums. Q2
3. For the most part, I would say all of these avenues have strong advocates for students and student success. Q2
4. I enjoy being able to share my thoughts and hear others. Q2
5. For my position, networking with math and language arts instructors, XXX, and XXX are more than sufficient. Q2

6. While I have been to Co-Co and an Equity and Inclusion meeting and participated, I wouldn't say that I have brought up any issues of concern that I have in those places. I have listened to others' concerns in those places. Q2
7. All good Q2
8. These groups are good for sharing out department updates Q2
9. The in-person groups are good, in that you can receive direct responses to your opinions and questions. Q2
10. No, (*don't need more*) there are so many avenues. Q3
11. There are so many ways to participate in activities an individual just needs to make the choice and do it. I appreciate the many opportunities. Q3
12. I currently feel "heard" and no additional methods come to mind. Q3
13. No....looking at the list above there seem to be many options. Q3
14. No, there are so many! Q3
15. No ideas at present Q3
16. NA Q3
17. No Q3
18. No Q3
19. I think we have many avenues to take if we have concerns that need to be addressed and different avenues for different types of concerns. I don't think we need more ways. Q3
20. I am satisfied with the avenues available to me. Q3
21. I think there are sufficient avenues to share. Q3
22. There seem to be many avenues for that already. Participation in existing processes is the best way to shape outcomes. Q3
23. There are lots of places to learn about what's happening and to say what you think. I have seen many improvements in the last years. Q3
24. I believe we have enough channels to communicate our views. Q3
25. Since we're so small, I think going to the person in charge works, if they will actually be responsive. Q3
26. I feel that the people concerned are hearing what I need to say. I think the more we know about each other's growth and improvements the better we understand who we are as a college. Q3
27. I am not so sure there are more opportunities (*needed?*), but if the college can continue to work on a culture of transparency where everyone feels like their voice has weight and can be heard, I believe is something to strive towards. Q3
28. I find the smaller task groups to be particularly effect for focusing on and exploring particular college needs because the smaller group typically brings more informed positions to the table. Q2
29. I always appreciate when there is an opportunity for me to think and share in a small group or 1 on 1 situation. Q2
30. Temporary work groups - mostly enjoyed the short term process and the flurry of activity that occurred. Provided input to assist with the work that was being done. Q2

There are also many opportunities to improve these avenues (21 comments)

More/better structure

1. Perhaps not additional ways but structure built into current appropriate avenues. Q3
2. clearer definitions for the committees. Q2
3. Organize the ones we have better. Q3

4. Place focus continuing to improve what already exists (and I have seen many improvements already, so continue that.) Q3
5. I often see a high tolerance for drift from the agenda that leads to lack of progress. This is born from a good intention of inclusion but often slows progress overall. *(Not clear if this relates to CoCo, or meetings in general)*. Q2
6. I never know where to go when I have a new idea, or a suggestion for a change, or something I want to implement. Q2
7. I would like to share on other issues but am new and associate online so hard to know where I could be useful or effective. Q2
8. It would be nice to know if my views were shared by others. I would like to see more opportunity to share in a group setting or have a discussion thread online to build consensus around a topic and explore it from different points of view. Q2

Want time for sharing and listening

9. I wish there was a "listening session." Not one in which the staff and faculty were to listen to the president or deans, but one in which true and genuine inquiry was at the root. Open communication is not, I fear, in common practice. The purpose would have to be to better understand how the college is working for those of us employed here. Q3
10. All avenues - ensuring that there is adequate time to share. Q2
11. Fewer formal presentations and more sharing. Q2
12. True and in-depth discussions are sometimes necessary. Q3
13. Not sure what I would change. In general, I would just like to assure that everyone's point of view is taken with a grain or two of salt. Q2
14. My hesitation to share several situations I have experienced over the last 2 years flies in the face of what I perceive to be the norm of political correctness, and would not set well (e.g. criticizing of past US Republican presidents in group settings by faculty and outside groups; an instructor critical and openly denigrating of traditional marriage and worthy of shame to believe otherwise. Q3

How else could OCCC to support participation?

15. There are too many formal committees. While I get why those are there and do not reduce their importance, there has to be a way to reach out to more people on a more consistent basis besides Summer in-service. I don't pretend to have the answers, all I know is emails and the meetings currently held don't cut it. Maybe off hour meetings and non-traditional meeting locations (north and south county included). Q3
16. In the past I participated in a book study; at the time, I was the instructor with the least amount of experience. The discussions were very rich and informative. Would like to do again. Q3
17. at other colleges I have participated in assessments of goals and objectives, use of technology, areas of student success not sure how to be included in OCCC. Hence the survey I would guess. Q3
18. I think there should (be other ways to participate). Something where there is no chance to be looked down upon. Q3
19. If you are looking for viewpoints, a poll like this one would work well. We don't tend to have very many places to express viewpoints. Q3
20. We need more projects that help our college. We need to spend better time; with the time we have. Q2

Comments on Specific Committees

21. ACS - often have felt that I was just a rubber stamp for the group. However, I did provided input to the process. Q2
22. Safety Committee - unfortunately, all the Committee Meetings this year have been while I am teaching. In the past felt more included in meetings and gave appropriate input in support of the work of the committee. Q2
23. For ILT, I feel that faculty are more or less just along for the ride. Faculty, whose expertise is instructions (the I in ILT), are outnumbered and don't have control the agenda. Any committee on instruction should be led by those that are actually doing instruction (faculty). Let administrators lead committees on administration (which they already do). There are many committees that are purely administrators but none that are purely faculty. Q2
24. Temporary work groups: It depends on who is in the group. Some people stifle the sharing of views by dominating the conversation or subtly putting people (or groups of people) down. Q2

Sharing with supervisors is effective and works well for many employees (17 comments)

1. Supervisor - easy to speak with, easy to share my thoughts and opinions Q2
2. I feel heard when I talk to my supervisor. Q2
3. I feel comfortable going to my supervisor with any concerns or issues that I feel need to be addressed. Sharing with supervisor also works great for me and others I hear from. Q2
4. My supervisor is easy to approach and receptive. Q2
5. (Works well) Sharing views with supervisor. My supervisor listens but I don't know if there's consensus. Q2
6. I feel comfortable talking with my supervisor and have found department meetings useful. Q2
7. Communications with supervisors are effective and I feel heard. Helpful not just in improving how work gets done, but in understanding bigger picture. Q2
8. Sharing views with supervisor usually results in a decision made or a plan formulated to address issues in a timely manner. Q2
9. I feel very comfortable contacting and speaking with my supervisor about any subject related to my job. Q2
10. Sharing with supervisor: Always receptive, good listener, assists in solving problems. (Improvement: Response time to phone call/email could be shorter.) Q2
11. My supervisor has always taken the time to talk with me, always listens to what I have to say and is otherwise and (sic) outstanding manager. Q2
12. I like talking with my supervisor, XXXX. XXX's easy to talk to. Nothing could be improved. Q2
13. Sharing with my Supervisor works best Q2
14. Supervisor - easy to speak with, easy to share my thoughts and opinions, receive equally important feedback Q2
15. In regards to colleagues/supervisor they are important individuals to be able to bounce ideas off of and improve processes within our department. Q2
16. My supervisor seems interested in what I have to say. Q2
17. I feel like when I have a good idea my supervisor and the Dean of Students are really good people who value my opinion even though I am not high up on the totem pole here at the college. Q3

College Council is important, sometimes effective, and can be improved in structure and process. (14 comments)

Good things about College Council

1. College Council is becoming a place to learn about big things going on. Q2
2. There is a lot of information and discussions discussed... Q2
3. College Council is getting better all the time (more focused and organized). Q2
4. College Council allows us to consider items from multiple perspectives and with a cross-cut of stakeholder perspectives (full- and part-time faculty, staff, management, and student). Q2
5. CoCo provides an opportunity to share any important college wide information. Q2
6. Receive important feedback College Council - share thoughts, don't always feel as though they are 'acceptable' by other's reactions. Q2

Improving College Council

1. College Council sometimes gets bogged down and makes it less attractive to attend. Q2
2. There are agenda items that get more time than needed and others that get shut down/passed over. Q2
3. Keep meeting to an hour and more focused on actionable items. Q2
4. It could be improved by better knowing the purpose. Q2
5. I think the idea of a representative approach needs to be thought about. Sometimes it feels like a bunch of individual opinions. Q2
6. (Decision made or a plan formulated) is much slower via College Council (than sharing with supervisor). Q2
7. College Council - share thoughts, don't always feel as though they are 'acceptable' by other's reactions. Q2
8. College Council: The meeting is not a good venue for sharing views. There is an overall culture of stifling questions and ignoring staff/faculty experience, which makes it difficult if not impossible for some people to share their views openly. Q2

College communication overall could be improved (11 comments)

1. In general, communication needs to improve. Q2
2. I'm not sure quantity (*of committees*) is the issue. Additional avenues could help, but more avenues don't mean better opportunity for or quality of communication. Q3
3. Better communications about what the committees do/have done. Q2
4. Maybe we could have everyone submit a summary of what has been happening in their section of the college and have a monthly newsletter? It could be electronic. The option of "Nothing to report" would always be there. I would like to know more about what the committees are doing or what is new in everyone's area. Q2
5. Email and other indirect messaging options have been difficult to use; in that they do not elicit a reliable response. The avenues for which email appears to be a poor conduit are AMG, CoCo, and some of the temporary workgroups that I've been on. Q2
6. An email suggestion box monitored by CoCo leaders would be great. Q3
7. I worked on the Canvas and Yammer tools. I do believe they are good tools for lodging materials for study and discussion for people whose schedules make meetings difficult to hold. Q3
8. Through Canvas is a good way to do it; however, not many people participate and it grows stale very quickly. Q3
9. I suggested the newsletter above.... Q3

10. Yes. Anonymous bulletin boards or messaging lists, so that there is some comfort in anonymity. For feedback on current trends and initiatives that might impact the direct supervisor of the person having opinions. Q3
11. Routine forms such as this one may be a good way to get feedback from staff and faculty who don't attend other forums. Q3
12. When we get the president letter I learn a lot of things that have been happening. Q2

Interest in faculty only, or faculty-instruction only, group or meeting (6 comments)

Faculty Only

1. I also think faculty should get together on their own, like AMG does, so they can work through things as a group. Q2
2. It would be nice if we established quarterly faculty only meeting with agendas to go over faculty related issues and information. Only invite staff and administration if their input is needed. Q3
3. I think it would be helpful to have faculty/instructor only meetings that could supplement CoCo. Q3
4. I think there should be forums that are 'faculty only', such as Faculty Senate. Faculty should be able to unite as a single voice to weigh-in on governance of the college. Q3

Faculty and Academic Administrator(s)

5. Maybe there could be a designated regular meeting schedule with the DAW to communicate faculty concerns or ideas? Q2
6. The Dean of Academics and Workforce could hold a Yak 'n' snack just for faculty. There really is no place for faculty to safely share their views without ridicule or misunderstanding from those who do not teach. The ILT could be formed exclusively with employees from Academics and Workforce to ensure that the decisions made there are not following anXXX... agenda that ignores the basic tenets of good teaching. Q2

Small Clusters of Comments

Administration needs to listen more (4 comments)

1. I feel uneasy about putting forth opinions that I believe will be unpopular or seen as challenging the members of the administration. When I have, in the past, I feel the conversation was quashed. Q2
2. Administrators might actively listen and acknowledge frustrations/differing views without being defensive or intimidating during or after the meetings. Q2
3. Although college council is, perhaps, the most democratic of the avenues, even there, it is made clear that the executive team has final say and will do as they see best, regardless of input. It feels like the old: thank you for your input--but we are going to do it our way anyway. Q2
4. I think these are good avenues if one felt they COULD share their views without fear of reprisal. Or if one was actually listened to . . .schedules are made, for example, the way they are generally by the exec team; feedback is sought from faculty, but what we "prefer" is generally not given to us . . .we get what we get regardless of our expertise or input. Q3

Input for/from classified employees (4)

1. Perhaps the staff would like something similar (*as suggested for faculty*) Q3
2. Classified staff are clearly treated as second class employees here... and this is true in many meetings. Q3

3. I have attended ASK, however other than a little visiting about accreditation, I do not feel I have learned a lot from ask. If I had the option I would not attend ask, the time that I spend in ask I think I could be using that time to finish work in student services, rather than worry about who is cleaning the kitchen or not cleaning the kitchen. Q2
4. This is being a part of a team. Working together to accomplish something as we do in ASK as a team. It is different from those that treat us different with their authority or their title. Q2

Enjoy Yak & Snak and President Forums (3 comments)

1. I liked the opportunity to ask the president questions an in a casual environment (re Yak and Snak). Q2
2. I really liked the Forum I felt like I learned a lot about where we are now with the accreditation. Q2
3. President's Forums are open to all, allowing everyone to learn about key issues and ask questions. Q2

Avenue for Administrators

1. The managers have AMG as a good place to share & discuss. Q2
2. AMG allows us to share key activities so we can coordinate activities across units. Q2

Difficult to categorize in context of survey

1. When I hear that "oh when we are accredited things will change", I feel as if the present needs are not and will not be addressed until then. Q3
2. At present, I feel that the "Celebrate Us" is representative of how we are supposed to feel. With the stated goal of making the college a "Great Place to Work," is there really any interest in hearing about employee dissatisfaction? Q3
3. Ah VIEWPOINTS! That great place where you pull off the side of the road and you run from your car and you are staring at this great view and you are hearing the sounds of the birds chirping and the water fall and the trees swaying in the wind. To only return to your car and drive away. Yep, we enjoy the viewpoint, we get so EXCITED about the viewpoint and we think that this viewpoint might happen and we might stick around with us and then NOTHING. We never hear of that viewpoint again. We drive away and nothing. So should we have different ways to share our viewpoints. I guess I really lost track of that after I got in my car and drove away. Q3

For Administrative Follow-up

1. I would appreciate my supervisor checking in with me (e.g., a once annual meeting). The personal connection/outreach is missing. Q2
2. Otherwise, for part-time faculty, it would be great to have a department chair or discipline leader. I've not been contacted by anyone at all who teaches in my area, for help or community. Q3
3. An occasional meeting/check-in/course evaluation. Q3
4. HR Manager could not answer XXXXXX. The union representative was highly responsive to my questions and concerns and followed up with action items XXXX. Q2
5. Having good working relationships should be vital in ensuring an emotionally healthy workplace, OCCC needs to invest time and effort to manage good working relationships. I can say that I don't always feel that this is something that we as a college strive for. I feel we are blind to the way that others treat and act and represent themselves at times.

6. I believe there should be a safe place to be able to talk through a problem or if you disagree about something it will not be backlashed on you. Q3

Summary of Survey Overall Perceptions

| | Comments indicate: | | |
|--------------------|---------------------------------|--|---|
| | Positive/Satisfied with current | Mostly satisfied, suggestions to improve | Appear mostly dissatisfied (only some relate to governance) |
| Skipped (4) | 2 | 1 | 1 |
| Classified (8) | 3 | 4 | 1 |
| PT Faculty (16) | 8 | 6 | 2 |
| FT Faculty (7) | 2 | 4 | 1 |
| Administration (9) | 6 | 3 | 0 |
| Totals | 21 | 18 | 5 |
| Percentage | 48% | 41% | 11% |

There are approximately 90 OCCC employees, including PT faculty. There were 44 responses to this survey, almost 50% of employees. Multiple reminders to complete the 5-minute survey were distributed.