

Count and Percent

Admissions and Records Faculty and Staff Survey

	Count	Percent
1. What is your current employment status?		
(Not Answered)	1	0.37 %
Full time faculty	91	33.96 %
Associate faculty	94	35.07 %
Full time classified	51	19.03 %
Part time classified	14	5.22 %
Administrator	10	3.73 %
Classified leadership	7	2.61 %
Total Responses	268	100 %

2. Which division or area of the college do you work?		
Academic Division	195	73.03 %
Administration and Governance	8	3.00 %
Student Services	47	17.60 %
Maintenance & Operations/Campus Safety & Security	4	1.50 %
Other, please specify	13	4.87 %
Total Responses	267	100 %

3. What Admissions and Records services have you used (mark all that apply)?		
(Not Answered)	1	0.15 %
Online roster download	199	30.24 %
Online grade submission	184	27.96 %
Grade changes	68	10.33 %
Priority registration	52	7.90 %
Dropping students	97	14.74 %
Does not apply	29	4.41 %
Other, please specify	28	4.26 %
Total Responses	658	100 %

4. If you have never used the internet to download class rosters or submit grades, please let us know why.		
(Not Answered)	141	52.61 %
I did not know that the option was available	3	1.12 %
I rarely use MySite	3	1.12 %
N/A, I am not an instructor	68	25.37 %
Other, please specify	53	19.78 %
Total Responses	268	100 %

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5. Do you think that the 5 day deadline for submitting grades after the end of the course is reasonable?

(Not Answered)	1	0.37 %
Yes	151	56.34 %
No	54	20.15 %
N/A, I am not an instructor	62	23.13 %

Total Responses	268	100 %
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6. If the college had to shorten the deadline for submitting grades, how many days after the end of semester would be reasonable for you?

(Not Answered)	1	0.37 %
4	107	39.93 %
3	32	11.94 %
2	11	4.10 %
Other, please specify	117	43.66 %

Total Responses	268	100 %
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a. The staff members in A&R are helpful.

(Not Answered)	1	0.37 %
Strongly Agree	168	62.69 %
Somewhat Agree	64	23.88 %
Neither Agree Nor Disagree	23	8.58 %
Disagree	5	1.87 %
Strongly Disagree	2	0.75 %
N/A	5	1.87 %

Total Responses	268	100 %
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b. Registration procedures are clear and well publicized.

(Not Answered)	1	0.37 %
Strongly Agree	111	41.42 %
Somewhat Agree	103	38.43 %
Neither Agree Nor Disagree	28	10.45 %
Disagree	8	2.99 %
Strongly Disagree	2	0.75 %
N/A	15	5.60 %

Total Responses	268	100 %
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c. Class add/drop procedures are reasonable.		
(Not Answered)	1	0.37 %
Strongly Agree	118	44.03 %
Somewhat Agree	85	31.72 %
Neither Agree Nor Disagree	25	9.33 %
Disagree	17	6.34 %
Strongly Disagree	9	3.36 %
N/A	13	4.85 %
Total Responses	268	100 %

d. The hours of operation for the Office of Admission and Records are convenient.		
(Not Answered)	1	0.37 %
Strongly Agree	126	47.01 %
Somewhat Agree	90	33.58 %
Neither Agree Nor Disagree	25	9.33 %
Disagree	12	4.48 %
Strongly Disagree	4	1.49 %
N/A	10	3.73 %
Total Responses	268	100 %

e. The information I obtain from A&R is timely.		
(Not Answered)	1	0.37 %
Strongly Agree	142	52.99 %
Somewhat Agree	75	27.99 %
Neither Agree Nor Disagree	27	10.07 %
Disagree	11	4.10 %
Strongly Disagree	3	1.12 %
N/A	9	3.36 %
Total Responses	268	100 %

f. The information I obtain from A&R is accurate.		
(Not Answered)	1	0.37 %
Strongly Agree	133	49.63 %
Somewhat Agree	88	32.84 %
Neither Agree Nor Disagree	25	9.33 %
Disagree	7	2.61 %
Strongly Disagree	3	1.12 %
N/A	11	4.10 %

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f. The information I obtain from A&R is accurate.

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h. Overall, I am satisfied with the services provided at the Office of Admissions and Records.

(Not Answered)	1	0.37 %
Strongly Agree	134	50.00 %
Somewhat Agree	93	34.70 %
Neither Agree Nor Disagree	26	9.70 %
Disagree	7	2.61 %
Strongly Disagree	2	0.75 %
N/A	5	1.87 %
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Total Responses	268	100 %

g. I find the A&R website helpful.

(Not Answered)	1	0.37 %
Strongly Agree	92	34.33 %
Somewhat Agree	62	23.13 %
Neither Agree Nor Disagree	44	16.42 %
Disagree	4	1.49 %
Strongly Disagree	4	1.49 %
N/A	61	22.76 %
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Total Responses	268	100 %