

ENGAGE WEST!

Employee Engagement Survey FAQ



Why conduct an Employee Engagement Survey?

We believe that becoming a great place for faculty and staff to work and grow will help us produce results such as a better faculty and staff retention, student experience and improved student retention and graduation. The employee engagement survey is designed to measure our employees' current ability and desire to engage with the institution and to determine how well the university provides an environment and culture in which employees want to engage.

Who should participate?

We're looking for broad-based input, so all full- and part-time UWG faculty and staff except graduate assistants, and student employees should participate. High levels of candid participation are critical as the outcomes of this survey will help us create a roadmap to success. We need as many perspectives as possible to receive the most representative, inclusive data, so it's important that employees from all departments, at all levels, and with varying lengths of service and background participate. Our goal is 100% participation.

When will the survey open?

The survey will open on January 27th and will remain available for approximately two weeks.

What types of questions will be asked?

The survey is easy to take. Most questions are on a 5-point scale from "strongly agree" to "strongly disagree," with a sixth "no response" option. Typical questions ask how you feel about the university, your job and work environment, as well as opportunities for advancement, compensation, benefits, and more. We'll also be examining the current effectiveness of leadership at all levels so we can make sure we're heading in the right direction. Finally, you will have an opportunity to make additional comments.

How long will the survey take to complete?

For most respondents, the survey should take approximately 15 minutes to complete.

Why should I participate?

This is your opportunity to help make West Georgia a better, more engaging place to work, to help us make your work more personally and professionally satisfying, and to help us ensure that our workplace environment encourages every employee to help UWG meet its institutional goals. Remember, candid, constructive criticism helps us grow wisely. Your voice and opinion are important and we want you to be heard and represented.

I don't regularly use a computer for work. Will I be able to participate?

Absolutely. We will be offering access to computer labs for employees who do not normally use a computer for work and you will have the option to access the survey for a set period during regular work hours. We will also offer Spanish-language assistance.

I didn't receive an email. What should I do?

Please contact Jennifer Parker at 404-586-2309.

Is it really confidential?

Yes! Each employee is assigned an access code for data sorting purposes and to avoid duplication, but only the survey company has access to the code. Because the survey is conducted through Sperduto & Assoc., individual results are covered by client privilege and are not subject to open records requests. Only data averaged across groups (by department, staff or faculty, level, years of employment, etc.) will be reported. If a group is too small to assure confidentiality, it will “roll up” to be included in the next highest level of leadership. Further, leaders will not be permitted to retaliate in any way for “poor” feedback. As with any research project, the output is only as good as the input, so we have done everything possible to ensure that employees feel comfortable being completely candid.

Does the group conducting the survey have solid credentials?

The professionals at Sperduto & Assoc., including the five licensed psychologists, are renowned in their field. The process not only meets, but exceeds, all industry standards for confidentiality and ethics. The company has over 30 years of experience.

What will you do with the data collected from the survey?

One of our main goals is to create clear roadmaps to success for all employees, departments, and the institution. Such mapping leads to meeting of institutional goals and priorities as well as an environment of growth and success. Additionally, we will use the results to generate evidence-based best practices and create more effective processes which will, in turn, increase each employee’s ability to focus on core job functions, make connections, and think. We will develop a framework for ongoing recognition of performance and our survey results will serve as the basis for professional development opportunities including user-molded, and outcome-driven Leadership Development. The responses in this survey will also serve as a benchmark/baseline against which we can compare future results. In the coming years, we will be monitoring our progress toward improved employee engagement and satisfaction.

Will the results be available to participants?

Aggregate data will be shared. We anticipate that this will occur in late March.