



Study Background and Informed Consent

Q1. The Most Promising Places to Work in Student Affairs (MPPWSA) 2023 survey is conducted by a team of researchers coordinated through Do Good Work Educational Consulting LLC, an education research firm committed to inclusive excellence.

ACPA-College Student Educators International and Diverse: Issues in Higher Education believe it to be in their individual and mutual interests to develop a partnership

designed to foster discourse about the most promising places for student affairs practitioners to seek employment. Information gleaned from this survey will be used to identify innovations in work settings and highlight workplace practices in the field of student affairs. Now in its 10th year, MPPWSA is a national recognition that celebrates student affairs workplaces that are vibrant, diverse, supportive, and committed to best practices. For information about last year's results, go to the Diverse Report: <https://www.diverseeducation.com/institutions/ar-2022-most-promising-places-to-work-in-student-affairs>

The survey consists of approximately 30 questions and takes approximately 15-17 minutes to complete. Please respond to each question completely; when necessary, you have the option of indicating “not applicable” or “no response.”

Thank you, in advance, for your participation. If you have questions, please feel free to contact us at office@dogoodworkLLC.org. By clicking “YES” below, you indicate your willingness to participate in this study.

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Co-Principal Investigator

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- Yes
 No

Contact Information

Q2. To ensure that researchers can determine the appropriate person to contact if questions arise about data as entered, please complete the section below with contact information for the person completing this survey as well as the institution's Senior Student Affairs Officer (SSAO).

Q3. Enter **NAME** of your **Senior Student Affairs Officer**.

Q4. Enter **EMAIL ADDRESS** of your **Senior Student Affairs Officer**.

Q5. Enter **OFFICE TELEPHONE NUMBER** of your **Senior Student Affairs Officer**.

Q6. Enter **NAME** of the person completing this survey.

Q7. Enter **TITLE** of the person completing this survey.

Q8. Enter **EMAIL ADDRESS** of the person completing this survey.

Q9. Enter **OFFICE TELEPHONE NUMBER** of the person completing the survey.

Institutional Information

Q10. What is the **NAME** of your **COLLEGE** or **UNIVERSITY**?

Q12. Enter the **CITY** and **STATE** where your institution is located (e.g., Chicago, IL).

Q13. My institution is best described as:

Choose one of the following options:

- 2-year public
- 2-year private
- 4-year public
- 4-year private

Other:

Q14. My institution is best described as:

Choose one of the following options:

- Hispanic serving institution (HSI)
- Historically Black college or university (HBCU)
- Predominantly White institution (PWI)
- Tribal college or university (TCU)
- Other:

Q15. Enrollment at my institution is:

Choose one of the following options:

- Fewer than 1,000
- 1,000 - 4,999
- 5,000 - 9,999
- 10,000 - 14,999
- 15,000-19,999
- 20,000-29,999
- 30,000 or more

About Student Affairs Department

Q16. Which of the following most closely resembles the name of your Division or Department that subsumes all traditional student affairs functional units?

- Division/Department of Student Affairs
- Division/Department of Student Life
- Division/Department of Campus Life
- Division/Department of Student Services
- Other:

Q17. Throughout this survey, the terms "Division of Student Affairs" and "Department of Student Affairs" are used interchangeably to refer to the unit referenced in the previous question--that larger unit that subsumes all traditional student affairs functional units typically lead by a chief or senior student affairs officer.

Q18. Please indicate the functional areas that comprise your Division/Department of Student Affairs: (check all that apply)

- Academic Advising and Support Services
- Admissions/Enrollment Management
- Assessment/Research
- Athletics
- Campus Bookstore
- Career Planning/Placement
- Community Service/Civic Engagement
- Counseling and Consultation Services
- Cultural Centers
- Disability Services
- Financial Aid
- First Year Experience
- Fraternity and Sorority Life/Affairs
- International Student Services
- Intramural/Recreational Sports

- Judicial Affairs/Student Conduct
- LGBTQ Center/Student Services
- Minority/Multicultural Student Services
- Off-Campus and Commuter Student Services
- Orientation Services
- Public Safety and Campus Police
- Registrar and Student Records/Information Systems
- Religious and Spiritual Life/Chaplain
- Residence Life/Housing and Dining Services
- Sophomore Year Experience
- Student Activities and Organizations
- Student Health Services
- Student Center/Union
- Tutoring/Academic Support Services
- Veteran and Military Services
- Women's Center
- Other

Structural Diversity in Department

Q19. How many **FULL-TIME EMPLOYEES** work in your Division of Student Affairs?

Q20. How many **PART-TIME EMPLOYEES** work in your Division of Student Affairs?

Q21. What percentage of employees/staff in your Division of Student Affairs identify as:



Workplace Diversity

Q22. Rate the extent to which you agree with the following statements based on the Division of Student Affairs at

your institution:

	1-Not at all	2	3	4-Very much
The division of student affairs has a formal system in place for receiving reports of discrimination.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The division of student affairs responds to reports of discrimination, intolerance, & sexual harassment in a timely fashion.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The division of student affairs has visible administrative leadership that seeks to foster a workplace that embraces and celebrates diversity.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The climate in the division of student affairs is welcoming for employees from historically underrepresented groups.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Leaders in the division of student affairs stress the importance of diversity and its benefits to the organization.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Q23. In the last five years, how would you describe your Division's commitment to diversity?

- Increased
- Decreased
- Stayed the Same

Q24. How would staff in your Division generally rate the overall climate at your workplace towards diversity.

- 1 - Very hostile/not at all friendly
- 2
- 3
- 4
- 5 - Very friendly/not at all hostile

Q25. In the past five years, how many reports of sexual harassment have been placed? Please include the number of alleged offenses reported to the Division; this number does not necessarily reflect actual prosecutions or convictions.

Q26.

In the past five years, how many reports of workplace discrimination based on sex/gender have been placed? Please include the number of alleged offenses reported to the Division; this number does not necessarily reflect actual prosecutions or convictions.

Q27. In the past five years, how many reports of workplace discrimination based on race/ethnicity have been

placed? Please include the number of alleged offenses reported to the Division; this number does not necessarily reflect actual prosecutions or convictions.

Q28. In the past five years, how many reports of workplace discrimination based on sexual orientation have been placed? Please include the number of alleged offenses reported to the Division; this number does not necessarily reflect actual prosecutions or convictions.

Q29. In the past five years, how many reports of workplace discrimination based on ability status have been placed? Please include the number of alleged offenses reported to the Division; this number does not necessarily reflect actual prosecutions or convictions.

Staffing Practices

Q30. Does your Division offer a new staff member orientation?

Yes

No

Q31. Which of the following are included in your Division's New Staff Member Orientation? (check all that apply)

- Information about educational and operational philosophies
- History and culture of institution and Division
- Information about formal operating procedures
- Specific expectations for professional performance and personal conduct
- Campus policies and procedures related to personnel process (such as selecting retirement plan options)
- History and nature of relationships among faculty, staff, and students
- Introduction to campus or community through tour, map or presentation
- Discussion of diversity's importance to the goals and mission of the Division

Q32.

Rate the extent to which you agree with the following statements based on the Division at your institution:

	1-Not at all	2	3	4-Very much
There is a systematic process for evaluating employee performance/productivity.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The need for a position is assessed before searching/hiring begins.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The search process for new staff members is guided by formal rules/guidelines regarding search committee, advertisements etc.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The division's staffing practices anticipate turnover.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

The division is supportive of staff as they leave a position or the institution.

Family Friendliness

Q33. Staff within the Division of Student Affairs at this institution would rate the Division's family-friendliness as:

- 1 - low, family-UNfriendly
- 2
- 3
- 4 - high, family-friendly

Q34.

Which of the following accurately reflects the Division at your institution:

	Response	
	YES	NO
The <u>college/university/ division</u> provides clear brochures to advise and promote family accommodation policies and programs.	<input type="radio"/>	<input type="radio"/>
The <u>college/university/ division</u> allows ALL staff to request leave for caregiving reasons.	<input type="radio"/>	<input type="radio"/>
The <u>college/university/ division</u> has policies in place that allow flexibility in work schedule.	<input type="radio"/>	<input type="radio"/>
The <u>college/university/ division</u> provides child care services or referral.	<input type="radio"/>	<input type="radio"/>
The <u>college/university/ division</u> provides elder care services or referral.	<input type="radio"/>	<input type="radio"/>

Work-life Practices

Q35. Does the Division of Student Affairs offer any of the following options to staff? (Check all that apply.)

- Flexible work schedules
- Compressed work schedules
- Job-sharing (i.e., two people share one full-time position)
- Telecommuting
- Stress reduction programs

Q36. Does the Division of Student Affairs offer any of the following forms of leave to staff? (Check all that apply.)

- Sick leave
- Disability leave
- Vacation
- Personal leave
- Educational leave
- Family care leave

Q37. For which of the types of leave (selected in the question above) are staff financially compensated?

- » Sick leave
- » Disability leave
- » Vacation
- » Personal leave
- » Educational leave
- » Family care leave

Professional Development Opportunities

Q38.

Does your institution – either on-site, online, or off-site – offer any of the following professional development opportunities to Division of Student Affairs' staff members?

- Conferences
- Workshops
- Reading groups
- Formal discussions with student affairs colleagues
- Formal discussions with academic affairs colleagues
- Formal mentors
- Regular staff meetings
- Sabbaticals
- Continuing education (for credit)
- Continuing education (non-credit)
- Fitness programs or gym memberships
- Other:
- None of these

Q39. To what extent are staff in the Division of Student Affairs at your institution encouraged to participate in professional development?

- 1 - Not at all
- 2
- 3
- 4 - Very much

Q40. Which of the following are provided by the Division of Student Affairs to encourage staff participation in professional development opportunities? (Check all that apply)

- Financial support for conference registration
- Financial support for conference travel and lodging
- Time off for conference/workshop attendance
- Research or technical support for assessment or evaluation
- Division-sponsored reception or meeting at conference(s)
- Other:
- None of these

Q41. Does completion of, or participation in, professional development opportunities provide the basis for salary raises or promotions in the Division of Student Affairs at your institution?

- Yes
- No

Salary & Benefits

Q42. Please indicate the average annual salary for senior-level Division staff members (e.g., Dean, Director, Assistant/Associate Vice President) or equivalent, excluding Vice President of Student Affairs.

Q43. Please indicate the average annual salary for mid-level Division staff members (e.g., Assistant/Associate Director) or equivalent.

Q44. Please indicate the average annual salary for entry-level Division staff members (e.g., Coordinator), or equivalent.

Q45. Does the Division of Student Affairs have policies or guidelines in place governing pay raises and/or promotions?

- Yes
 No

Q46. Please describe the policy/guidelines in place to determine pay raises or promotions. Feel free to include a hyperlink in lieu of text.

Q47. Rate the extent to which staff members in the Division of Student Affairs at your institution:

	1-Not at all	2	3	4-Very much
Have autonomy in decision-making	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Participate in long-term planning efforts of their department or office	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Participate in long-term planning efforts of the division	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Institutional Exemplars

Q48. Do you think of your Division of Student Affairs as a model or exemplary site for fostering inclusion, promoting diversity, and ensuring success of staff in student affairs?

- Yes
- No

Q49. OPTIONAL: List up to five (5) institutions in the country whose Division of Student Affairs is at the "top of your list" when it comes to diversity in terms of staff, programming, and practices.

Institution 1

Institution 2

- Institution 3
- Institution 4
- Institution 5

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