

**Purdue
Chemical Engineering**

Work Environment Survey

**2012-13 Results and
2014 Action Items**

Cristina Farmus
Managing Director

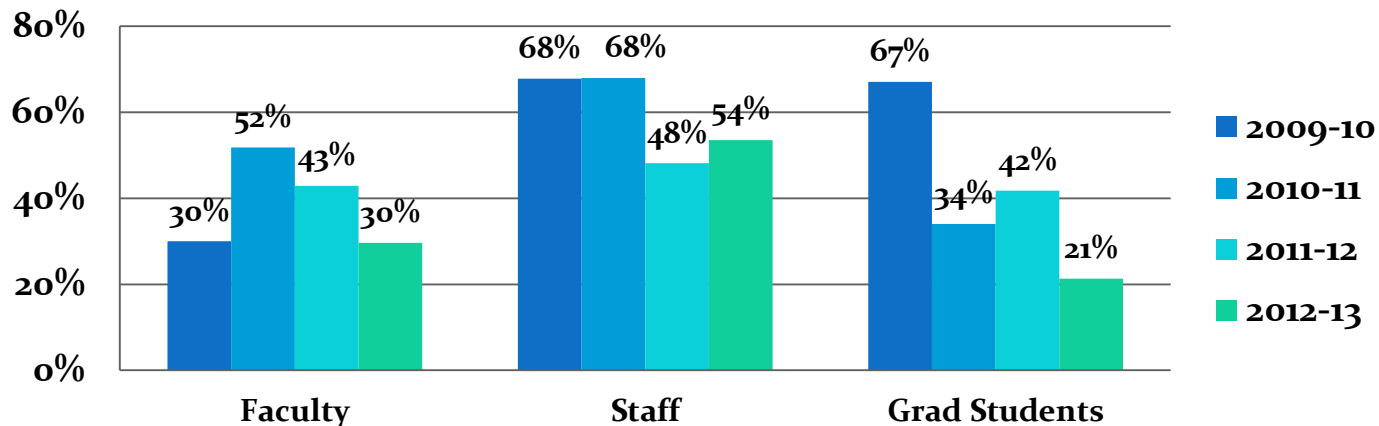


December 2014

Work Environment Survey Details

- Captured information for FY 2009-10, 2009-10, 2011-12, 2012-13
- Most recent survey administered in November 2013
- Scale 1-6
 - Extremely Dissatisfied, Somewhat Dissatisfied, Dissatisfied, Somewhat Satisfied, Satisfied, Extremely Satisfied
 - Never, Sometimes, Very Often, All the time

Participation



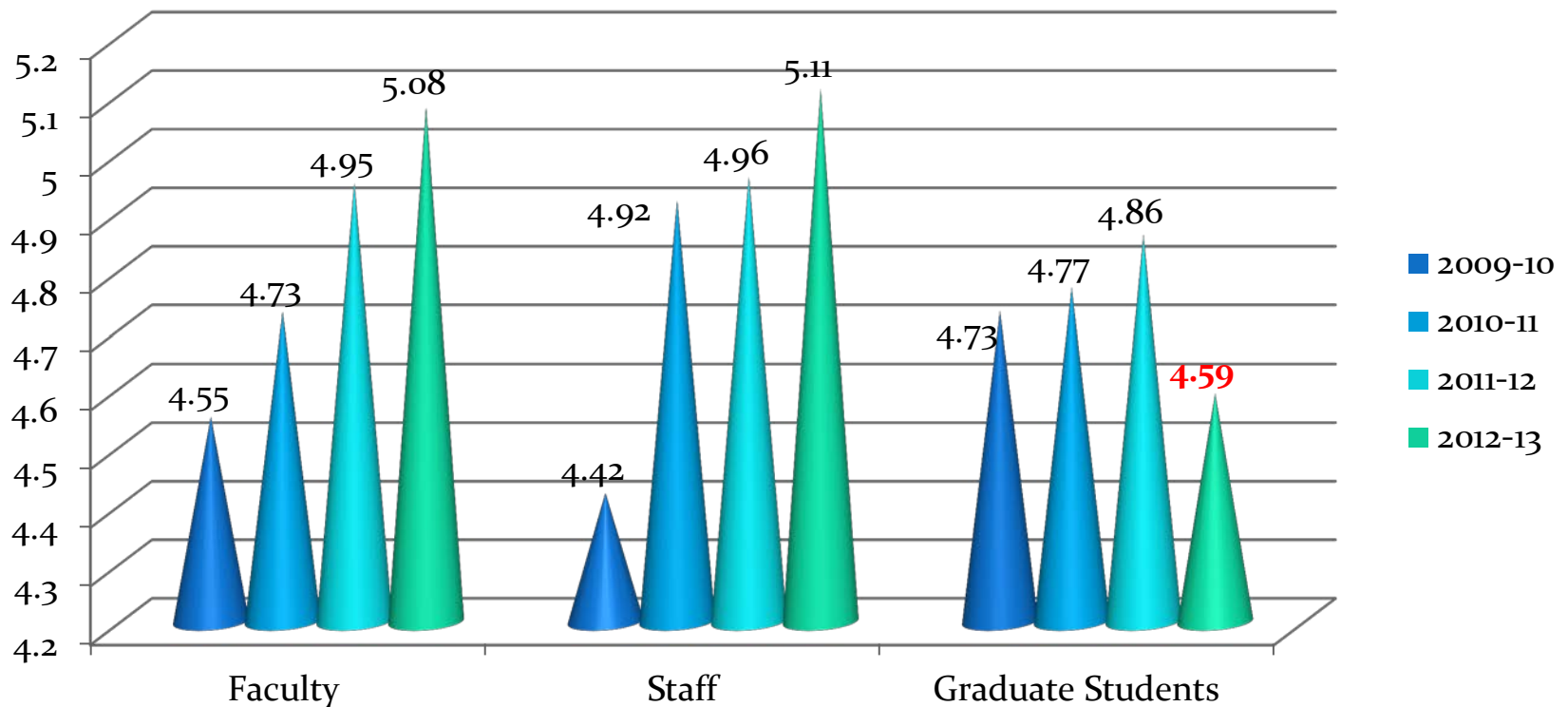
Work Environment Overall GPA

GPA calculated for each question, and then overall

Critical Areas: GPA <4

Good Areas: GPA 4 to 5

Excellent Areas: GPA >5



Process

- 2012-13 results analyzed for each category in early 2014 and shared with School Head
- Action items implemented throughout the year
- Grad student summary shared with the GSO
- Staff summary discussed during staff meeting
- Specific grades (current and comparative over time) and comments shared with:
 - Graduate office and Director of Graduate Studies
 - UG office and Director of UG Studies
 - Business Office
 - Manager of Computing Facilities
 - Building Deputy

Faculty Excellent Areas

| | |
|---|-------------|
| Undergraduate Office - Professionalism | 5.75 |
| Business Office - Professionalism | 5.13 |
| Business Office - Knowledge | 5.38 |
| Undergraduate Office - Knowledge | 5.75 |
| Facilities - Quality | 5.25 |
| Business Office - Timeliness | 5.25 |
| Undergraduate Office - Timeliness | 5.88 |
| Computing Services - Professionalism | 5.25 |
| Secretarial Services - Timeliness | 5.38 |
| Main Office - Timeliness | 5.38 |
| Secretarial Services - Knowledge | 5.38 |
| Main Office - Knowledge | 5.71 |
| Success | 5.44 |
| Graduate Office - Knowledge | 5.33 |
| Main Office - Professionalism | 5.38 |
| Secretarial Services - Professionalism | 5.38 |
| Communication - Timeliness | 5.13 |
| Graduate Office - Timeliness | 5.17 |
| Facilities - Cleanliness | 4.25 |
| Facilities - Maintenance | 4.13 |
| Computing Services - Knowledge | 5.00 |
| Graduate Office - Professionalism | 5.33 |
| Communication - Clear | 4.88 |

Faculty Good Areas

| | |
|---|-------------|
| Work Environment | 5.13 |
| Communication - Frequency | 4.50 |
| Fairness | 4.13 |
| Communication - Consistency | 4.75 |
| Internal Recognition | 5.38 |
| Respect | 4.50 |
| Mentoring - Advisor Availability | 5.50 |
| Mentoring - Feedback | 5.75 |
| Computing Services - Timeliness | 4.38 |
| Communication - Concise | 4.00 |
| Value | 4.69 |
| Mentoring - Fairness | 5.00 |
| Mentoring - Help in charting career path | 5.25 |
| Teamwork | 4.29 |

No Critical Areas (<4 GPA) for Faculty

Staff Excellent Areas

| | |
|--|------|
| Undergraduate Office - Timeliness | 5.64 |
| Undergraduate Office - Knowledge | 5.57 |
| Business Office - Knowledge | 5.53 |
| Business Office - Timeliness | 5.53 |
| Undergraduate Office - Professionalism | 5.53 |
| Business Office - Professionalism | 5.47 |
| Supervision Clear directions | 5.43 |
| Supervision Feedback | 5.43 |
| Main Office - Knowledge | 5.40 |
| Main Office - Timeliness | 5.40 |
| Supervision Fairness | 5.36 |
| Supervision Prof. Dev. Support | 5.36 |
| Communication Timeliness | 5.33 |
| Success | 5.33 |
| Overall | 5.33 |
| Facilities - Quality | 5.27 |
| Main Office - Professionalism | 5.27 |
| Internal Recognition | 5.21 |
| Communication Frequency | 5.20 |
| Facilities - Maintenance | 5.14 |
| Supervision Performance Evaluations | 5.14 |
| Communication Clear | 5.07 |
| Communication Concise | 5.07 |
| Communication Consistency | 5.07 |
| Graduate Office - Timeliness | 5.00 |
| Professional Development | 5.00 |

Staff Good Areas

| | |
|---|-------------|
| Computing Services - Professionalism | 4.93 |
| Graduate Office - Professionalism | 4.92 |
| Graduate Office - Knowledge | 4.90 |
| Team-Work | 4.90 |
| Computing Services - Knowledge | 4.80 |
| Respect School | 4.80 |
| Fairness | 4.70 |
| Valued | 4.60 |
| Respect Faculty | 4.60 |
| Computing Services - Timeliness | 4.47 |

Staff Critical Area

| | |
|---------------------------------|-------------|
| Facilities - Cleanliness | 3.50 |
|---------------------------------|-------------|

Grad Students Excellent Areas

| | |
|--|-------------|
| Business Office - Timeliness | 5.44 |
| Business Office - Professionalism | 5.38 |
| Business Office - Knowledge | 5.32 |
| Graduate Office - Professionalism | 5.13 |
| Graduate Office - Knowledge | 5.12 |
| Graduate Office - Timeliness | 5.08 |
| Main Office - Knowledge | 5.04 |
| Main Office - Timeliness | 5.00 |
| Main Office - Professionalism | 5.00 |

Grad Students

Good Areas

| | |
|--|-------------|
| Facilities - Quality | 4.92 |
| Communication - Clear | 4.87 |
| Facilities - Maintenance | 4.73 |
| Computing Services - Knowledge | 4.70 |
| Communication - Concise | 4.70 |
| Communication - Timeliness | 4.68 |
| Computing Services - Professionalism | 4.65 |
| Communication - Frequency | 4.65 |
| Communication - Consistency | 4.65 |
| GSO representation | 4.56 |
| Work Environment | 4.46 |
| GSO interactions | 4.43 |
| Internal Recognition | 4.36 |
| Facilities - Cleanliness | 4.35 |
| Success | 4.34 |
| Mentoring - Advisor Availability | 4.33 |
| Mentoring - Fairness | 4.29 |
| Mentoring - Feedback | 4.29 |
| Mentoring - Professional development activities support | 4.26 |
| Mentoring - Help in charting career path | 4.22 |
| Computing Services - Timeliness | 4.13 |
| Fairness | 4.10 |

Grad Students Critical Areas

| | |
|-------------------------|-------------|
| Respect | 3.81 |
| Graduate Seminar | 3.64 |
| Value | 3.58 |

Action Items - Facilities

- Started meeting regularly with the Forney crew chief, his back-up and the Evening Crew Supervisor to address problem areas
- Initiated the frnybldg@purdue.edu email to allow occupants to quickly notify of any building issues and to ensure they are properly addressed.
- Requested an additional janitor for our building, but that request was denied by Physical Facilities

Action Items – Facilities, continued

- Ongoing dialogue with Physical Facilities over optimal temperature in offices, common areas, classrooms and labs
- Trash collection now done by janitors in each office
- Attempted installation of 3rd cylinder rack outside Forney – denied by REM so we don't exceed the maximum number of cylinders allowed for a building of our size
- Replaced and reconditioned chairs in computer labs

Action Items – Graduate Seminar


- Implemented surveys for the graduate seminars
- Enabled grads to meet with the seminar speaker
- Discussed seminars extensively during conversations with the Head – feedback is mixed; students being here for a longer time reported a visible improvement
- Started to invite one industrial seminar per semester and one government speaker per year
- Included strategy in 2015-19 School Strategic Plan to have at least 3 seminar speakers per year from traditionally underrepresented groups
- Changed the seminar reception time twice – it will be after the seminar starting with January 2015!

Action Items – Graduate Students

- Advisor allocation process revamped
- Initiated discussion in the Graduate Committee about graduate student 6-month written progress plans
- Implemented changes to make the prelim process more consistent
- Implemented a minimum number of papers per student as a PhD graduation requirement
- Implemented weekly email digest from the Graduate Office instead of multiple emails
- Hired Grad Office secretary to help with various tasks

Action Items - Miscellaneous

- Added a scanner in Go23
- Added the Kiosk / touch screen in the atrium to help with recognition and announcements
- Hired Maintenance Mechanic/Machinist to complete some building maintenance activities in-house quickly and to help with equipment parts and set-up
- Requested one additional computer technician for ChE as part of the College of Engineering staff growth – response pending



Don't forget to complete
the 2013-14 survey!

Thank you!

For any comments, please
contact Cristina Farmus
cfarmus@purdue.edu