

# Organization Climate and Diversity Assessment (OCDA) ClimateQUAL

Elaine Westbrooks  
Tom McFarland

All Staff Meeting  
March 20, 2009

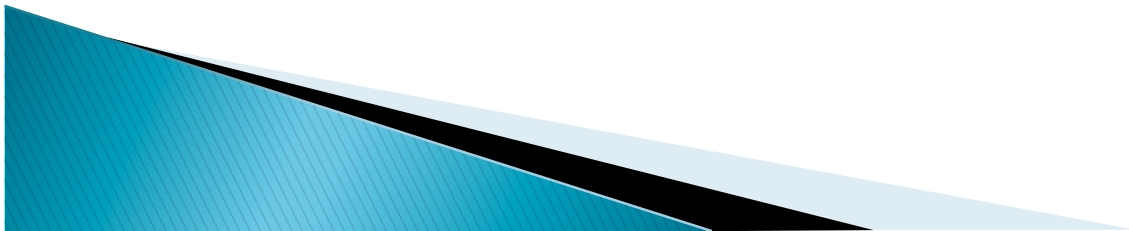
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# Why are we doing this?

- ① Assess how well our policies, practices, and procedures support our mission
- ② Assess whether or policies, practices, and procedures are facilitating the current and future needs of our customers
- ③ To develop a database of norms to help the library interpret its results

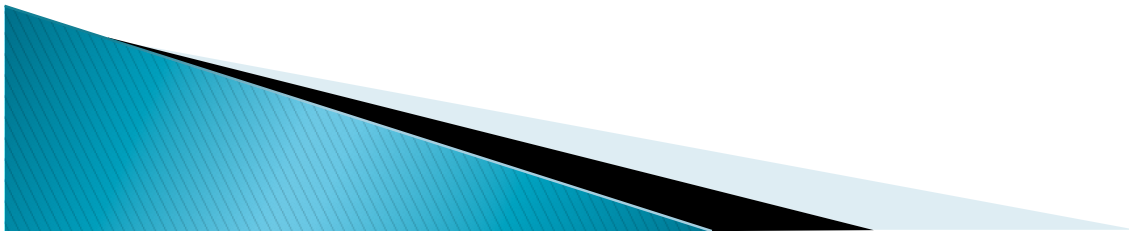


# Gallup vs ClimateQUAL

- ▶ Not designed for higher education or libraries
- ▶ Large set of data that are not shared
- ▶ Expensive
- ▶ Designed for academic libraries
- ▶ Leverages culture of sharing among libraries
- ▶ Affordable

# Why should I take ClimateQUAL?

- ① We want UNL Libraries to be an employer of choice
- ② Your opinion matters, be heard, get involved
- ③ We need you help to reach our final destination...



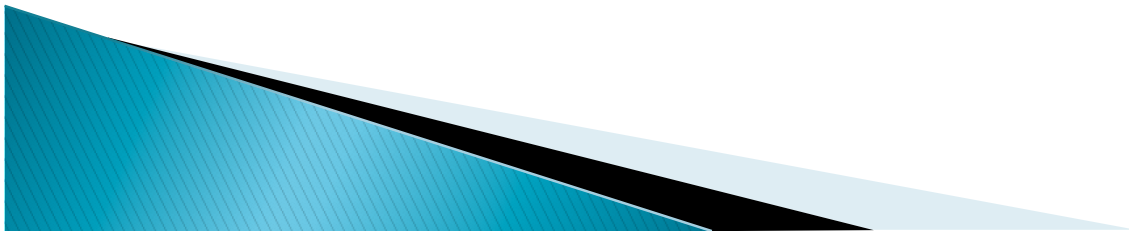
# Final Destination

A dynamic workplace that attracts and retains the most talented people who positively impact the customers we are trying to serve



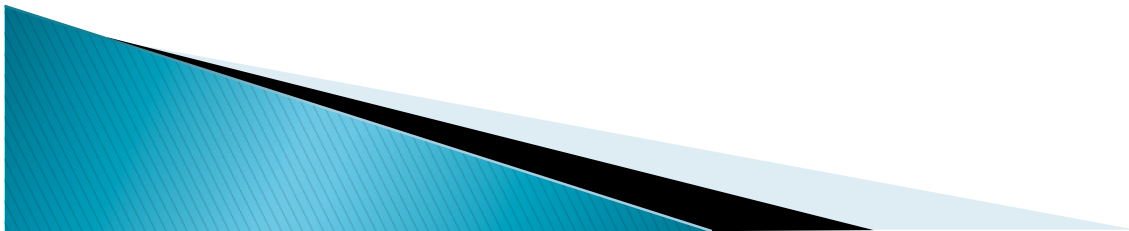
# Do I have to participate?

- ▶ No, but we want to afford all employees an opportunity to voice their opinion
- ▶ The more responses we receive, the more information we have to make improvements
- ▶ We want to know if our work climate treats all of our employees with dignity, courtesy, and respect.



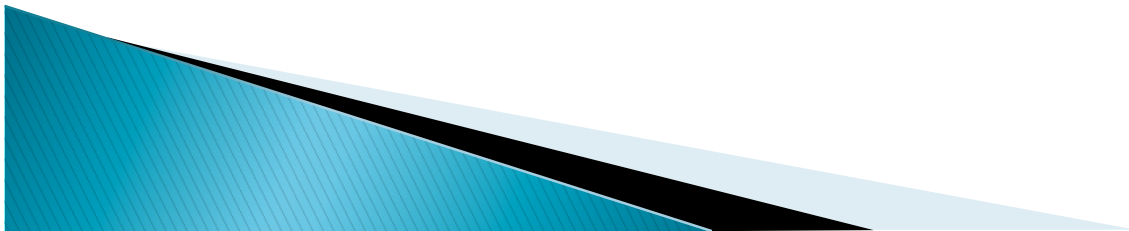
# How do I know that my feedback has not been hidden or ignored?

- ▶ Everyone will know how his or her department compares to the total organization.
- ▶ Everyone will know how UNL compares to other libraries.



# When can I expect to get feedback?

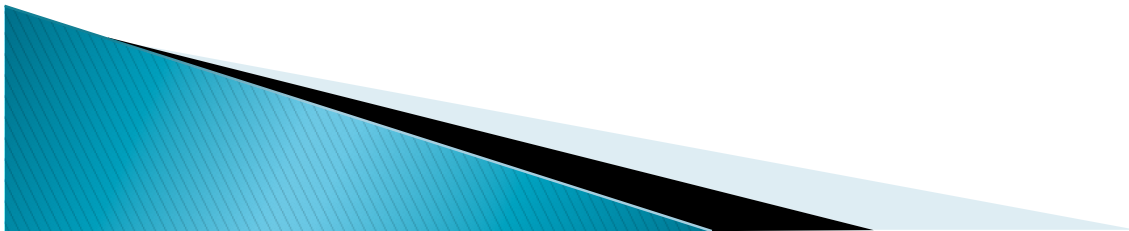
- ① We will have access to the data online sometime in May.
- ② It will take the University of Maryland at least 3 months to code and aggregate the data.
- ③ Information regarding the process will be shared through the wiki, emails, and other communications.





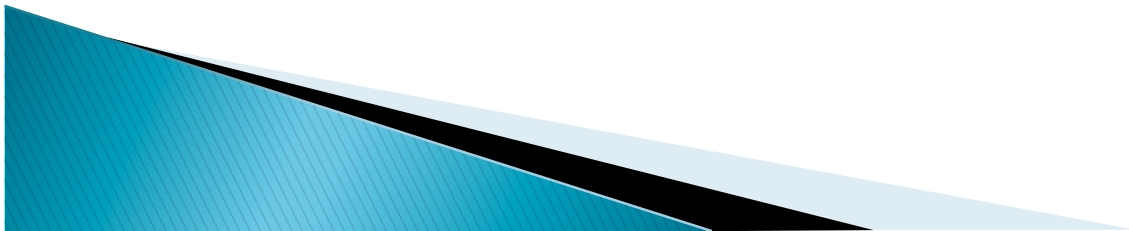
# What will the Deans Office Do with the Results?

- ▶ The university of Maryland will extrapolate themes for the libraries
- ▶ Work with UNL HR and other experts to identify & interpret strengths and weaknesses
- ▶ Work with UNL HR and other experts to develop interventions



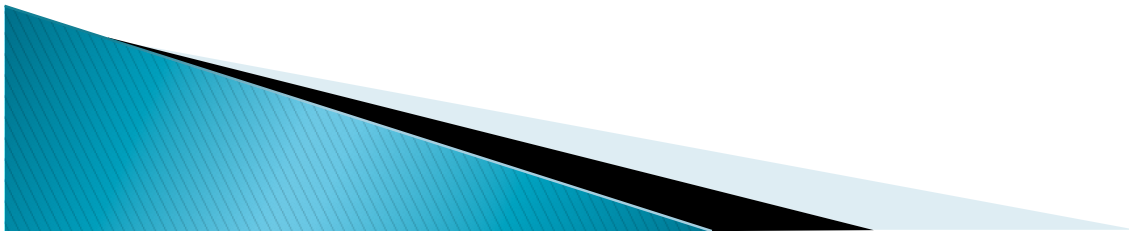
# How will interventions be communicated and implemented?

- ▶ The Dean's office is committed to this process, and to providing information as we move forward together.
- ▶ All library staff and faculty will have access to the report.
  - Libraries at Large
  - UNL Libraries Report
  - Department Reports



# Taking the Survey

- ▶ The survey should take 35–50 minutes, so please set aside one hour of work time.
- ▶ You have ONE shot to take the survey. Your data can't be saved. All data will be lost if you navigate away from the website.
- ▶ If you leave the page inactive for more than 15 minutes, the survey will time out and you will not be able to complete the survey.
- ▶ Although the survey was designed for all browsers, some libraries found that Internet Explorer is best.



# Your Group and Position

When responding to questions, always consider to the department that you are in AND NOT the unit. There are a number of survey questions that may be confusing give the unique structure of our organization. For the following questions, please respond as noted below.

*Question:* Select your team/work group

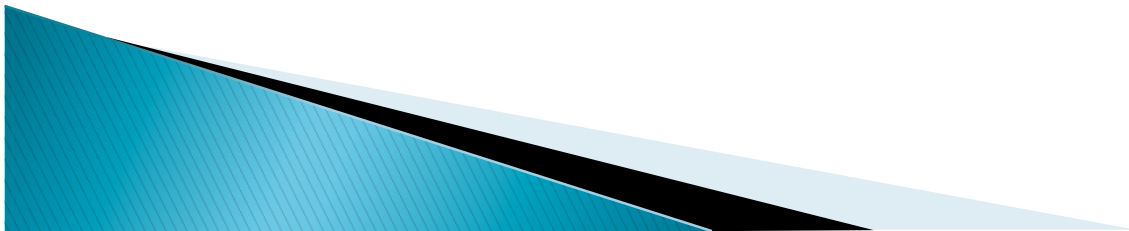
Select this: Administrative Services

*Question:* Select ONE of the following that best applies to your current position

Select this: Administrative Assistant

*Question:* Are you a Manager/Department Head/Area Head?

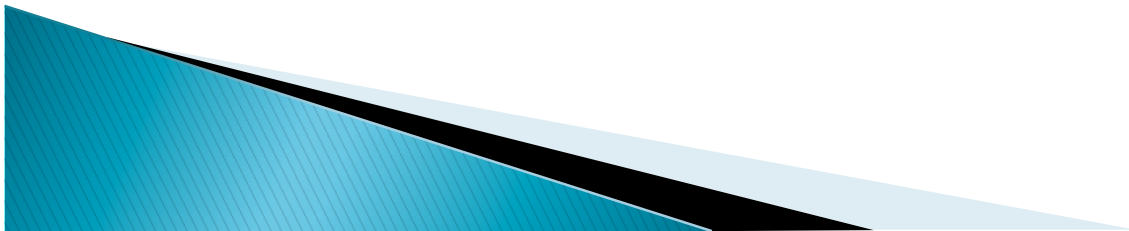
Select this: no *\*\*Only department chairs will respond "yes" to this question\*\**



# Timeline

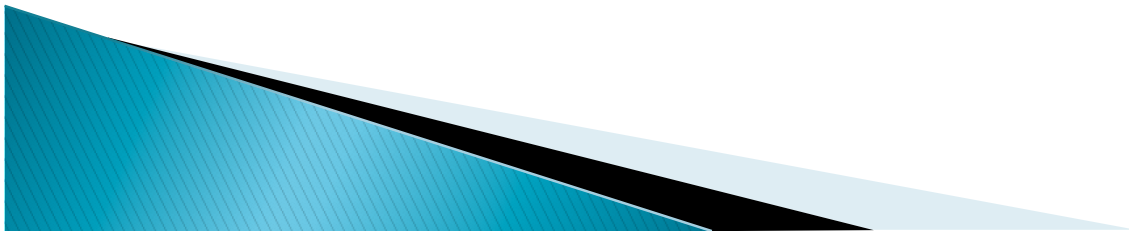
The link to the survey will be sent to all library staff and faculty via email on

- Monday, March 23.
- The survey closes on Monday, April 13.
  - Elaine will be sending weekly reminders.



# Confidentiality

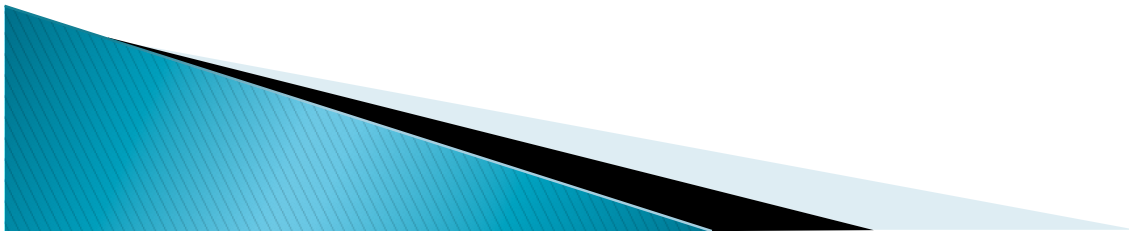
- ▶ Information collected about a user can't be traced back to an individual or their computer.
- ▶ Survey responses and personal information are stored separately.
- ▶ Respondents will be able to provide comments. Comments will be shared with UNL but will not be explicitly linked to an individual unless one voluntarily reveals their identity in the comment.



# Contacts

Should a technical problem arise while you are taking the survey quickly contact

- Tom McFarland 472-9463,
- Scott Childers 472-5410, or
- Elaine Westbrooks 472-2526



## \$ – Prize Drawing – \$

- ▶ You have the option to signup for a drawing at the end of the survey.
- ▶ Your email address will be placed in a separate file and will not be associated with your survey.
- ▶ The drawing will be conducted by ARL and the list of names will be sent to me.
- ▶ I will notify the 8 winners of **\$25** by April 16.

