

QUESTIONNAIRE FOR ACADEMIC STAFF

The questionnaire below is the recommended form for Academic Staff.

All those who fill in this questionnaire shall remain completely anonymous.

The primary goal of this questionnaire is to collect the opinions of academic staff in the faculty in order to assess all aspects of their activity; especially their suggestions for eventual improvements.

This questionnaire aims to assist those who prepare the Self-evaluation Report by asking for standpoints of all academic staff on the UP faculty and the working environment. Your responses will be used to prepare the Self-evaluation Report for the Faculty.

Some of the questions presented in this questionnaire may be avoided if they are not relevant for your faculty.

If you have any comments on the form or content of this questionnaire, please contact Academic Development Office, UP Quality Assurance Unit Officer, at the address zzha@uni-pr.edu

The more realistic your suggestions on the improvement of the existing situation presented in the questionnaire are, the bigger the possibilities for using them in the next strategic planning in your faculty will be.

FACULTY / DEPARTMENT / BRANCH: _____

ACADEMIC TITLE: _____

Gender: _____

Age: _____

Please give your evaluation on the assessments presented below

(Put x on the column to reflect your opinion on the topic that is being evaluated)

1. INFORMATION ON THE FACULTY	I fully disagree	I partially agree	I agree	I fully agree	I don't know
The Mission of the faculty is well known for all its staff members					
The declared Mission of the faculty properly reflects the role of the faculty within the University					
Our faculty has frequently conducted assessments of its work with the purpose of making a comparison with other similar faculties in the universities in the region and wider.					
The profile of academic staff in our faculty is satisfactory					
Gender ratio in our faculty is balanced					
Internal organisation of the faculty is satisfactory					
Current management structure of the Faculty was proven as successful					
The faculty staff is well informed on the available budget					
Workload (work) of academic staff in the faculty is equal					
Salaries of academic staff are motivating for good results at work					
The faculty has hired sufficient new staff in the past three years					
Academic staff is involved in the procedures of selecting of new staff.					
The staff is well informed on all decisions that are taken within the faculty					
Academic staff is involved in all commissions throughout the departments in the faculty					
Communication between the education delivery staff and students is satisfactory in all levels					

Communication between the academic and non-academic (lab technicians, administration etc) staff of the faculty is satisfactory					
Relationship between the faculty management and academic staff are at a satisfactory level					
2. ACADEMIC STAFF, TEACHING AND LEARNING	I fully disagree	I partially agree	I agree	I fully agree	I don't know
The faculty provides for adequate conditions for organisation of education process.					
The halls, labs in the faculty are well equipped with concretisation means					
Academic staff has adequate conditions for professional development and advancement					
The faculty uses mechanisms to assess the efficiency of its curricula through its current and previous students, as well as through employers and professional associations.					
The study programs in the faculty contain sufficient interdisciplinary subjects					
Learning outcomes expected are defined for each matter					
The expected education results are achievable					
Education, skills and knowledge gained by the student are assessed in different forms of evaluation					
The content of subjects offered has been improved after the last curricula review					
The existing study curricula in the faculty are continuously amended					
Education staff is encouraged to further develop their education skills and methodology					
Academic staff is trained for supervision and leadership of students in the Master and Doctorate studies.					
The interest of students for the education process is satisfactory					
Participation of students in lectures					

and other education activities is satisfactory					
The student admission procedures provide selection of high quality students					
The study curricula are attractive for new students					
3.RESEARCH ACTIVITIES	I fully disagree	I partially agree	I agree	I fully agree	I don't know
The ratio between research and teaching at faculty is satisfactory					
Engagement with teaching hampers engagement of academic staff in research work					
Faculty supports its personnel in undertaking research activities					
The Faculty research work is related to industry and other institutions					
Academic policies of the University stimulate research work by academic staff					
Oversight or guidance to students in research is adequate					
The Faculty has a Regulation on Guidance of Students in Masters and PhD studies					
Level of cooperation of the Faculty with faculties abroad is satisfactory					
Involvement of academic staff in assessing the Faculty is right					

1. Do you have any suggestion on improving teaching, research work and involvement of students in lectures: _____

2. Please count three things you think function best at your Faculty

Please give your evaluation on the assessments presented below

(Put x on the column to reflect your opinion on the topic that is being evaluated)

	I fully disagree	I partially agree	I agree	I fully agree	I don't know
the Dean's Office is open for communication with the Academic staff					
The Head of Department/Branch may be contacted every day by academic personnel and students					
the Computer Centre in the Faculty is well equipped					
Research labs are well-equipped with modern tools					
Administrative services at the Faculty are outworn.					
Faculty possesses a library rich of modern textbooks					
the University Library provides quality services to academic staff					
the UP Financial Unit provides efficient and satisfactory services					
the Academic staff has access to printing and photocopying equipment for lecture materials					
Lecturers' cabinets are equipped with all tools of quality lecture preparation					
the Audio/visual equipment maintenance services are good					
There are sufficient premises within the University Campus for feeding academic personnel					
Hygienic conditions are satisfactory					

3. Do you have any suggestion on how can the services above be improved?

Additional comments:

Thank you for your participation!