Fact Sheet

Timing
- An employee engagement survey will be emailed to benefits-eligible University employees on Monday, October 14 from Korn Ferry.
- The survey should be completed by Friday, November 1.
- The survey takes less than 10 minutes to finish and should be completed during work hours.
- The survey vendor will send you reminders until you complete the survey because your opinion matters.

Eligibility
- Faculty and staff who receive the survey are benefits-eligible employees within an eligible job classification and/or who have an appointment of at least 75% time for three months or longer.

Survey Content
- The Employee Engagement Survey consists of 36 questions including two open ended questions:
  - What is one thing that has been done to help you to be more successful in your work?
  - What one thing, if changed, would enable you to be more successful in your work?
- Faculty and staff will receive slightly different surveys that align with their work focus.

Confidentiality
- All responses will be directly submitted to the University’s external vendor, Korn Ferry, for analysis.
- Your individual response is confidential and will not be shared with anyone at the University.

Results
- To provide confidentiality to participant responses, a department must have at least five faculty (tenured/tenure track and instructional P&A), or five staff responses to their respective survey to receive a report with data. If there are less than five that completed the survey, responses will be rolled up to share at the next highest level in the organization.
- Survey results will be shared with leaders eligible to receive survey data and supervisors in January 2020.
- Comments will be shared with leaders when the question receives 20 comments. The comment report will be provided to the leader at the level of the organization where the comments reach this threshold. The comments are intended to provide context to the survey item responses.