

Report on the 2002-2003 Faculty and Staff Survey

Results for the Office of Safety and Hazardous Materials Management

January 2005

Southeastern Louisiana University
Office of Institutional Research and Assessment

Table of Contents

Background	1
Survey Method	1
Respondent and Population Characteristics	2
Results	3
Quarterly safety meetings are effective in providing information	4
Topics for quarterly safety meetings are appropriate	5
Buildings on campus are hazard free	6
I feel safe on campus	7
Topics for quarterly safety meetings	8
Appendix A - 2002-2003 Survey of Faculty and Staff	13

Background

During the Spring of 2003, the Office of Institutional Research and Assessment (IR&A) conducted a survey of faculty and staff. The purposes of the survey were 1) to assess progress toward meeting the University's strategic planning benchmarks; and 2) to evaluate certain non-instructional units. The non-instructional units included in this year's survey were: Facilities Planning, Office of Technology, Office of Safety and Hazardous Materials Management, Controller's Office, Records & Registration, Office of Sponsored Research & Programs, and Fanfare/Columbia Theatre. This report will provide the results of the section regarding the Office of Safety and Hazardous Materials Management.

Survey Method

The 2002-2003 Survey of Faculty and Staff, along with a cover letter from the Provost and the Chair of the Institutional Effectiveness Committee, was sent to all full-time faculty and staff. The exceptions were the staff in Institutional Research and Assessment, the President, and the four Vice Presidents. Thus a total of 1,197 faculty and staff were included in the survey and received survey forms via campus mail. The information provided by the respondents was treated with strict confidentiality. A master list was maintained for purposes of follow-up only, this list was securely maintained. The master list was destroyed after data was collected. The information gained from the survey is reported for the entire survey group and individuals can not be identified with any response. Reminders to return the survey were distributed via e-mail. A second mailing was then sent to those faculty and staff who had not returned the survey. A total of 832 faculty and staff completed the survey and returned it to IR&A for a return rate of 70%. A copy of the survey can be found in Appendix A.

The average term of employment at Southeastern for respondents is 8.5 years, and the average age of the respondents is 45. These numbers reflect values nearly identical to the population as a whole. Table 1 presents other characteristics of the respondents as compared to the population.

**Table 1
Respondents and Population Characteristics**

	Respondents	Population	% of Population Responding
Total	832	1,197	69.5%
Faculty	356	500	71.2%
Classified Staff	280	451	62.1%
Unclassified Staff	196	246	79.7%
EEO Classification			
Faculty	325	461	70.5%
Executive/Administrative/Manager	110	125	88.0%
Clerical/ Secretarial	133	170	78.2%
Professional, Non-Faculty	149	198	75.3%
Skilled Craftsman	28	79	35.4%
Service/ Maintenance	44	113	38.9%
Technical/ Paraprofessional	43	51	84.3%
Gender			
Female	497	687	72.3%
Male	335	510	65.7%
Race			
Black, Non-Hispanic	74	164	45.1%
White, Non-Hispanic	730	992	73.6%
Other	28	41	68.3%
Rank (Faculty Only)			
Full Professor	59	81	72.8%
Associate Professor	62	93	66.7%
Assistant Professor	116	156	74.4%
Instructor	119	170	70.0%
Tenure Status (Faculty Only)			
Tenured	130	190	68.4%
Non-Tenured, Tenure Track	89	114	78.1%
Non-Tenure Track	137	196	69.9%

Results

Four items asked faculty and staff how satisfied they were with service and information from the Office of Safety and Hazardous Materials Management, two asked about quarterly safety meetings and two asked about safety on campus. The results for each item are presented with a set of summary points describing the data as a total group. This is followed by tables which present frequencies and mean for four groups of faculty and staff: faculty, administrative & professional staff, clerical & technical staff, and skilled craftsman & service/maintenance staff. In addition, an open-ended question was asked about topics for quarterly safety meetings.

Quarterly Safety Meetings are Effective in Providing Information

- Of the 816 faculty and staff who responded, 6% (n=52) strongly disagreed that quarterly safety meetings are effective and 22% (n=178) strongly agreed. Twelve percent (12%, n=97) indicated that this item did not apply to them.
- The average rating across all faculty and staff was 3.58.

Figure 1

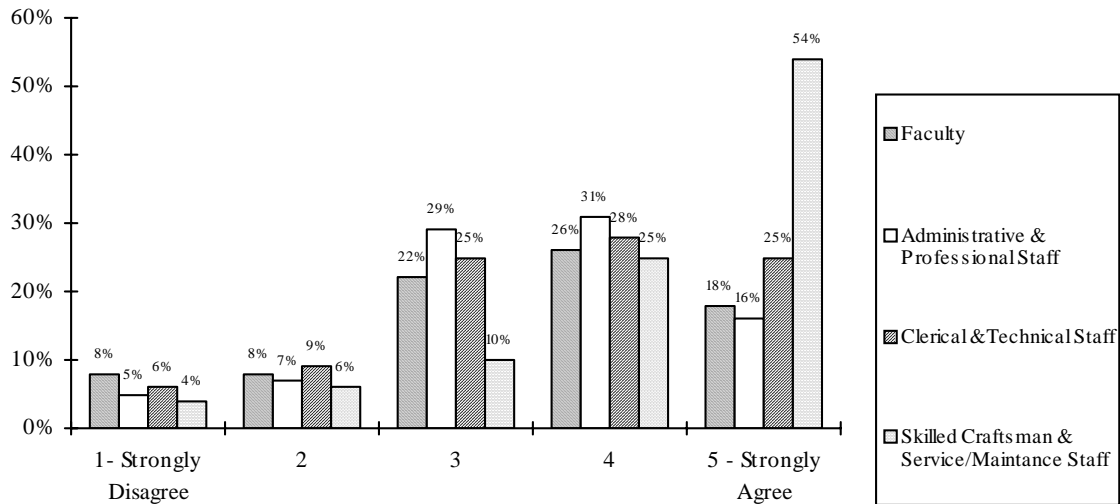


Table 2

	1 - Very Dissatisfied	2	3	4	5 - Very Satisfied	Does Not Apply	Mean*
Faculty	8% (26)	8% (27)	22% (71)	26% (84)	18% (57)	17% (55)	3.45
Administrative & Professional Staff	5% (13)	7% (18)	29% (74)	31% (80)	16% (41)	11% (29)	3.52
Clerical & Technical Staff	6% (10)	9% (16)	25% (43)	28% (48)	25% (43)	7% (12)	3.61
Skilled Craftsman & Service/Maintenance Staff	4% (3)	6% (4)	10% (7)	25% (17)	54% (37)	1% (1)	4.19
Total	6% (52)	8% (65)	24% (195)	28% (229)	22% (178)	12% (97)	3.58

* The mean does not include those respondents who answered Does Not Apply.

Topics for quarterly safety meetings are appropriate

- Of the 816 faculty and staff who responded, 4% (n=34) strongly disagreed that quarterly safety meeting topics are appropriate and 20% (n=169) strongly agreed. Twelve percent (14%, n=113) indicated that this item did not apply to them.
- The average rating across all faculty and staff was 3.63.

Figure 2

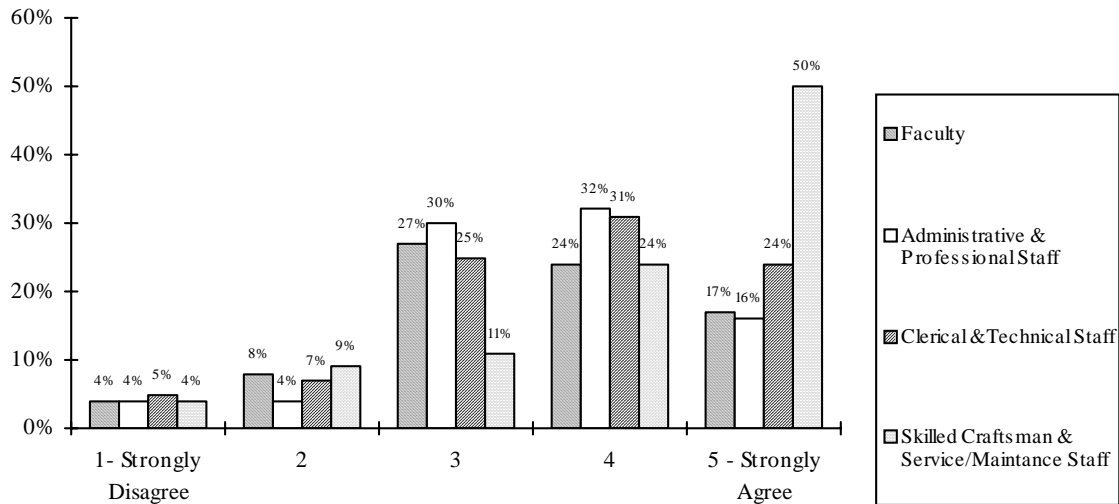


Table 3

	1 - Very Dissatisfied	2	3	4	5 - Very Satisfied	Does Not Apply	Mean*
Faculty	4% (13)	8% (26)	27% (87)	24% (77)	17% (53)	20% (63)	3.51
Administrative & Professional Staff	4% (9)	4% (11)	30% (77)	32% (82)	16% (40)	14% (36)	3.61
Clerical & Technical Staff	5% (9)	7% (12)	25% (43)	31% (54)	24% (41)	8% (13)	3.67
Skilled Craftsman & Service/Maintenance Staff	4% (3)	9% (6)	11% (8)	24% (17)	50% (35)	1% (1)	4.09
Total	4% (34)	7% (55)	26% (215)	28% (230)	20% (169)	14% (113)	3.63

* The mean does not include those respondents who answered Does Not Apply.

Buildings on campus are hazard free

- Of the 813 faculty and staff who responded, 10% (n=86) strongly disagreed that buildings are hazard free and 11% (n=89) strongly agreed. Four percent (4%, n=30) indicated that this item did not apply to them.
- The average rating across all faculty and staff was 3.17.

Figure 3

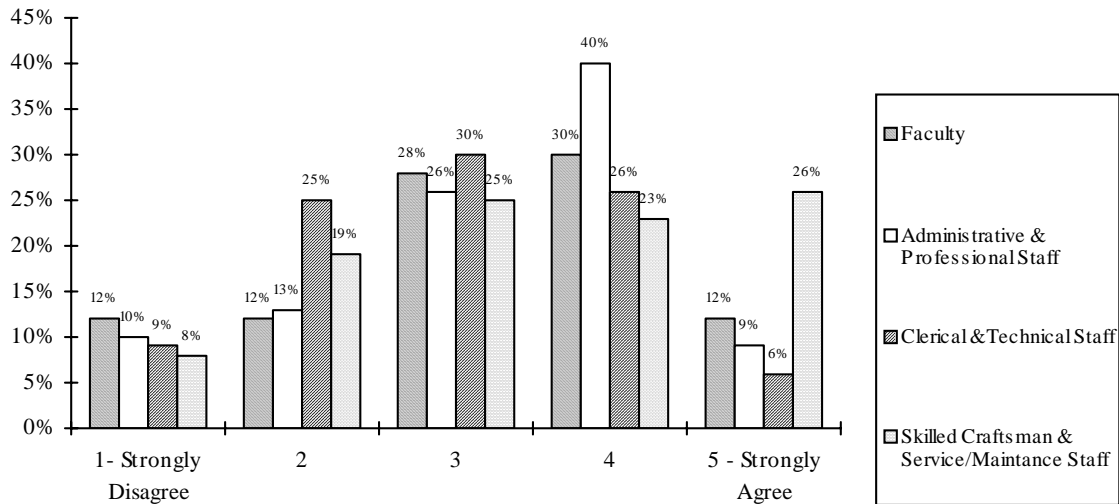


Table 4

	1 - Very Dissatisfied	2	3	4	5 - Very Satisfied	Does Not Apply	Mean*
Faculty	12% (40)	12% (40)	28% (90)	30% (98)	12% (38)	5% (16)	3.18
Administrative & Professional Staff	10% (25)	13% (34)	26% (65)	40% (101)	9% (24)	2% (6)	3.26
Clerical & Technical Staff	9% (16)	25% (42)	30% (51)	26% (44)	6% (10)	8% (5)	2.94
Skilled Craftsman & Service/Maintenance Staff	8% (5)	19% (12)	25% (16)	23% (15)	26% (17)	0%	3.42
Total	10% (86)	15% (128)	27% (222)	31% (258)	11% (89)	4% (30)	3.17

* The mean does not include those respondents who answered Does Not Apply.

I feel safe on campus

- Of the 822 faculty and staff who responded, 3% (n=22) strongly disagreed that they feel safe on campus and 29% (n=244) strongly agreed. One percent (1%, n=30) indicated that this item did not apply to them.
- The average rating across all faculty and staff was 3.90.

Figure 4

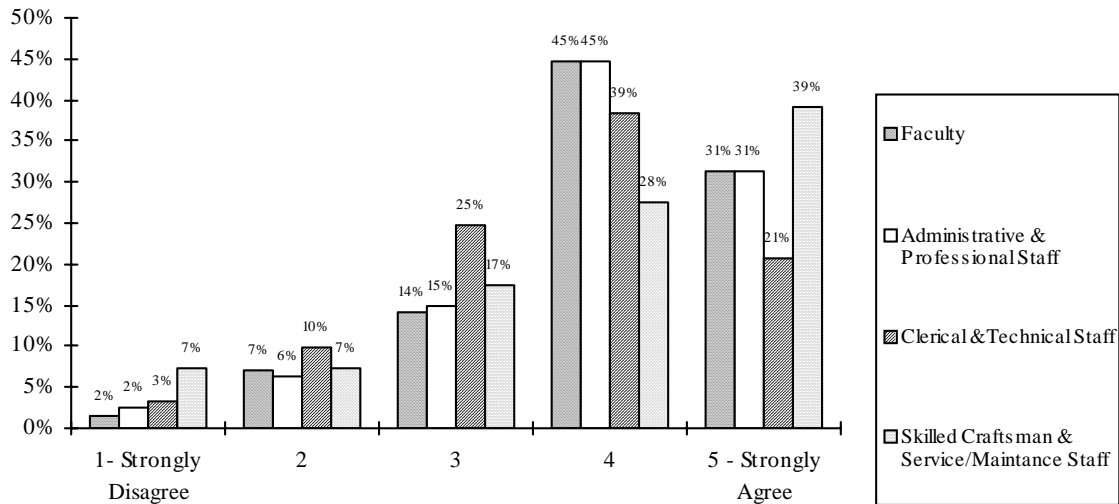


Table 4

	1 - Very Dissatisfied	2	3	4	5 - Very Satisfied	Does Not Apply	Mean*
Faculty	2% (5)	7% (23)	14% (46)	45% (145)	31% (101)	1% (4)	3.98
Administrative & Professional Staff	2% (6)	6% (16)	15% (38)	45% (114)	31% (80)	0% (1)	3.97
Clerical & Technical Staff	3% (6)	10% (17)	25% (43)	39% (67)	21% (36)	3% (5)	3.65
Skilled Craftsman & Service/Maintenance Staff	7% (5)	7% (5)	17% (12)	28% (19)	39% (27)	1% (1)	3.85
Total	3% (22)	7% (61)	17% (139)	42% (345)	29% (244)	1% (1)	3.90

* The mean does not include those respondents who answered Does Not Apply.

Topics for Quarterly Safety Meetings

The last question was an open-ended question which asked respondents to describe one or two topics they thought should be covered in quarterly safety meetings. One hundred thirty-three (133) respondents answered the question. The topic most frequently mentioned was night-time safety (13%) which was closely followed by personal safety/self-defense (12%). Seven percent (7%) of the respondents wanted information on emergency response/evacuations and 6% felt information on fire hazards/prevention/response should be presented. Five percent of the respondents listed the following topics: Terrorism/homeland security, ergonomics, what to do in weather related emergencies, and how to handle threatening students. Below are the verbatim responses to the item.

- Not sure.... a large variety has been covered.
- Traffic on campus; Dorm situations
- To date the topics presented meet the needs of my area.
- Keeping hallways clear
- Fire hazards & nighttime safety
- Disallowing propped open doors (preventing auto closure)
- Threatening students in class or offices.
- Hurricane Awareness on campus
- Fire Hazards/Policies
- Lighting on campus
- I don't know of any, but some of the topics are stupid and insult our intelligence!
- I don't know.
- Trees & Shrubs are permitted to row into sidewalks; Post at entry & exit of Dyson Hall parking lot are dangerous. They cannot be seen when you are in your vehicle.
- Securing building on evenings & weekends
- Tornado drills/evacuation
- Unsafe use of golf carts.
- Restriction of use on campus.
- The possibility of the Baton Rouge 'serial killer' moving in this direction.
- Women students are vulnerable to attack.; What to do in the event of a disaster.
- Campus changes in policies; Upcoming events that require special attention toward safety issues.
- How to lift heavy objects at work.
- Faculty using offices after regular hours
- Emergency Response
- building safety
- I think the quarterly safety meetings are a waste of time and materials as do my colleagues. The subjects covered are common sense issues that anyone with half a brain already knows. I also feel as though the literature talks down to us as it is done to where a child can understand it.
- Personal safety/crime; Weather related safety issues
- never hear anything about meeting

- Group concerns; personal safety; awareness of surroundings.
- Safety options if you need to be on campus at night.
- Disaster planning; Community disease control
- Head obstructions below standard heights-eg Mcclimans handicap ramp head clearance; Computer availability for whole weekend is non-existent if there is any holiday that week--sucks; Item 1 & 2 where have all the oak trees gone?
- Personal safety
- Fire prevention; Power conservation
- Evacuation policy's; Fire, tornado, other
- Flooded sidewalks
- No dogs allowed at north park at playgrounds
- Safety on campus do to all the crime & killing
- cigarettes, gum, spit
- Mold & removal of mold
- Posture when typing or using computer
- Emergency situations - Evacuation drills
- Use of buildings after hours, especially working in offices during the weekends and week nights.
- Bicycle paths/safety
- Stay out of construction sites whether it is new, remodel, renovation, landscape, sitework, etc.
- Window air conditioners in lecture halls (Meade Hall)
- Tally of safety related incidents that had been reported since previous meeting
- impaired working & driving - legal medications; leaving bookbags, boxes, etc. in halls, etc. This can cause falls but also might elicit security concerns
- Terrorists attack plans for campus; Serial killer awareness
- Lighting at night.
- Campus lighting
- Effects of sitting in one place 8 hours
- More lighting on campus.
- Topics are OK - The info provided looks like it has been thrown together just to have something to submit.
- Being on campus at night or weekends - safety
- transportation to/from class during stormy weather. (Wheelchair accessible)
- Traffic safety - speed of vehicles on campus is frequently excessive.
- Female abduction
- Evacuation plan in case of emergency, such as war.
- Ideas on self defense
- Working after normal business hours.
- Project safe campus; More blue phones around campus.
- Hazardous materials response; Notification protocol for incident response
- Something more than passing around a hand out.; IE watch for wet floor signs, wash your hands often.
- Ergonomics tips p/t lengthy computer use

- Magnet
- Protecting oneself
- Personal safety; New TB/Comm. Disease facts
- 1) Hurricanes & tornados; 2) Emergency procedures
- Workplace violence
- homeland security as it affects campus
- What to do if SLU is a target of a terrorist attack.
- How to defend yourself from an attack.
- slips, trips & falls; stairs
- Stress, correct usage of fire extinguishers.
- Ergonomics; Stress
- 1. Need for pedestrian overpass between South Campus and University Center* ; 2. Road markings/stripings *RECOMMENDATION: Build a conference hotel in in the vacant lot south of University Avenue and connect it to the University Center via the overpass.
- What safety meetings?
- This is my first year here and I was unaware of quarterly safety meeting.
- asbestos
- Do not waste my time!!!
- Power outage procedures
- The use of strong chemical cleansers around allergy prone employees.
- terrorist threats; school homeland security
- D.K.
- self defense
- Dealing with difficult students; Fire (Review is always good!)
- How to handle angry students; Warning signs of potentially violent students
- Electrical overloads in classes & offices (prevention)
- The safety meetings are a waste of time!
- Working in a building evenings and/or weekends.
- Person safety; Emergency evacuation
- safety is too important an issue to dilute with non-interested persons at mandatory routine meetings
- Fall's
- Routine maintenance — door knobs checked to make sure they work for example. Dvic stairwells have a door knob problem; Asbestos in Dvic - sick building - renovation safety
- Address possible terrorist attack.
- Asbestos; violence - verbal - from students
- 1) Information on violence against women on campus. Informed women are safer! 2) Air quality in buildings!
- Student initiated aggression/violence in classroom/offices
- Blocking doorways; elevator safety; asbestos
- In DVIC the back door regularly slams into the stairwell door. Twice I have seen students smash their hands and/or watches./Doesn't DVIC also have asbestos? Vents in DVIC are filthy & surely a health hazard

- procedures for reporting suspicious people on campus or threats from students
- What are quarterly safety meeting? I sign a safety sheet every semester but have never been to a meeting.
- When are they held? Where? SLU security folks seem very unprepared.
- How to organize area initiatives for personal safety - I live & work in Baton Rouge.
- Interior lighting in all buildings; Maintenance responsibilities in classrooms; Cleanliness of public restrooms
- Slippery external stairs
- Disseminating information
- students blaring “music” from car stereos
- safety when working late in buildings on campus
- campus visitors/strangers in buildings?
- Lack of security in Fayard Hall.
- Building security.
- Fire prevention
- Safety in buildings after hours
- 1) Mold in buildings, & it’s effect on employees & students; 2) Procedures to follow in the event of terrorist type incidents including incidents not terrorist related such as hostage situations and unstable gunmen.
- The effects of mold in buildings on Faculty/staff/students.; The lack of a full time security guard in large buildings.
- The effects of mold in buildings on faculty, staff & students; Lack of full time security guards in large buildings
- Conditions of sidewalks/broken un-even; more parking (garage) ?
- Toxic mold; Building Environments; Personal safety
- flow of traffic and how students/faculty shoot across the street from no where
- 1. Effects of mold in ventilation systems on building occupants; 2. Control of non-university personnel on campus and in campus buildings
- Fire drills
- What quarterly safety meetings?
- Teach self defense classes; Safe evacuation from campus in case of emergency
- What quarterly safety meetings? I have no way of knowing if buildings are hazard free, do I?
- Health problems related to overheated classrooms.; Health problems related to exposure to molds.
- lighting, uniformed police - visibility
- Asbestos removal (Tinsley Hall)
- How to deal with terrorism on-campus-
- First Aide; Emergency evacuations
- I think we should have real meetings rather than read a safety report and sign-off on it.
1) Fall prevention 2) Proper or safe lifting techniques
- When putting gas in your vehicle make sure you are grounded. Where you want get that spark.
- more meetings on what you can do and use to protect yourself while on campus

- fire drill ?
- Stairs should be inspected, the rubber on stairs are coming apart in some buildings
- Remind staff about climbing on rolling chairs
- Use of equipment during thunderstorms (office equipment)
- Identifying safety hazards; Eliminating hazards
- Mopping puddles of water in buildings after a rainstorm. (Not all bldg's have full-time custodians)
- walking on campus at night
- Dangerous design flaws & maintenance of stairwells and stair surfaces in D Vickers
- DVIC's elevator - so inadequate; DVIC's air quality - Bad
- Landscaping for safety (e.g. using low shrubbery, open, clear entrances)
- Smoothness of side walks

Appendix A

2002-2003 Survey of Faculty and Staff