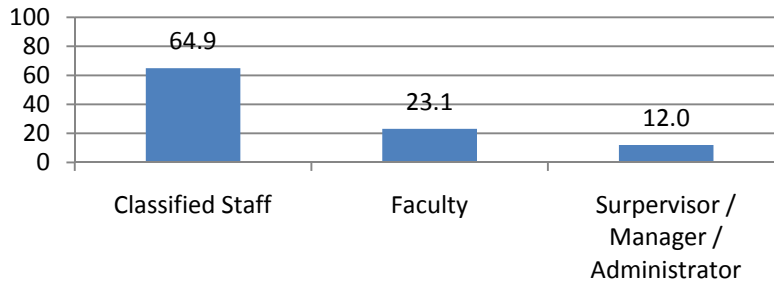


# Summer 2010 4/10 Work Schedule Survey Results

## Survey Participants

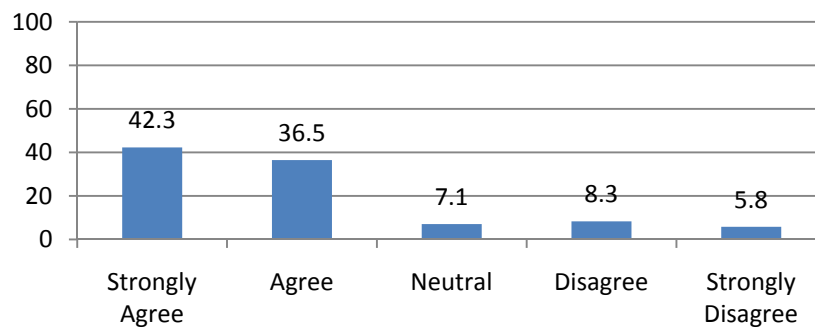
(Percent)



	Frequency	Percent
Classified staff	216	64.9
Faculty	77	23.1
Supervisor / Manager / Administrator	40	12.0
<b>Total</b>	<b>333</b>	<b>100.0</b>

## Adequate Service Provided

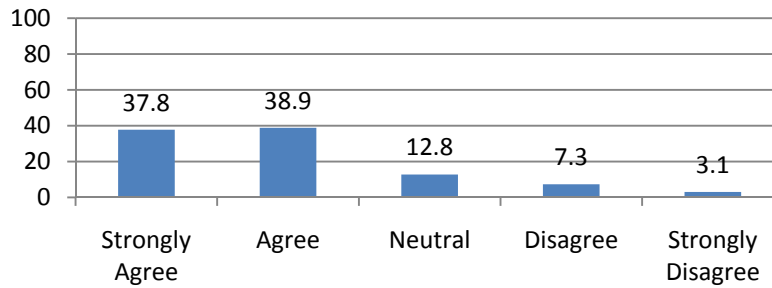
(Percent)



**Students and vendors/customers needs were adequately served during the Summer 4/10 work schedule:**

	Frequency	Percent
Strongly Agree	132	42.3
Agree	114	36.5
Neutral	22	7.1
Disagree	26	8.3
Strongly Disagree	18	5.8
<b>Total</b>	<b>312</b>	<b>100.0</b>
Don't Know	21	
Total	333	

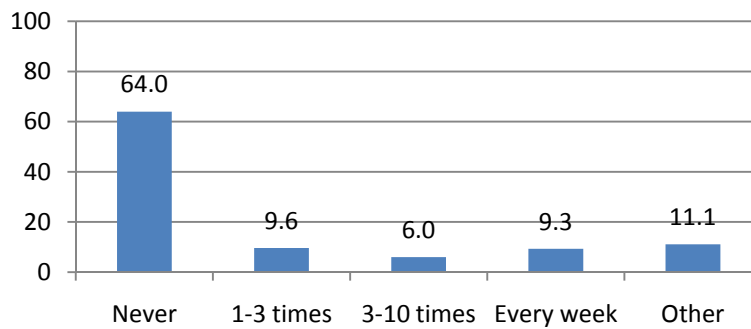
## Adequate Notification (Percent)



**Students and vendors/customers were adequately notified regarding the Summer 4/10 work schedule:**

	Frequency	Percent
Strongly Agree	109	37.8
Agree	112	38.9
Neutral	37	12.8
Disagree	21	7.3
Strongly Disagree	9	3.1
<b>Total</b>	<b>288</b>	<b>100.0</b>
Don't Know	45	
Total	333	

## Vacation / Comp Time Used



**I used vacation/comp time to reduce my ten-hour schedule:**

	Frequency	Percent
Never	213	64.0
1-3 times	32	9.6
3-10 times	20	6.0
Every week	31	9.3
Other	37	11.1
<b>Total</b>	<b>333</b>	<b>100.0</b>

**I used vacation/comp time to reduce my ten-hour schedule (Other):**

1. Not Utilized, or did not apply (16)
2. Vacation time used voluntarily (6)
3. Vacation time required – deadline (4)
4. Illness or medical leave (4)
5. Adjusted schedules – including lunches (2)
6. Comp time used (1)
7. Cancelled summer classes (1)

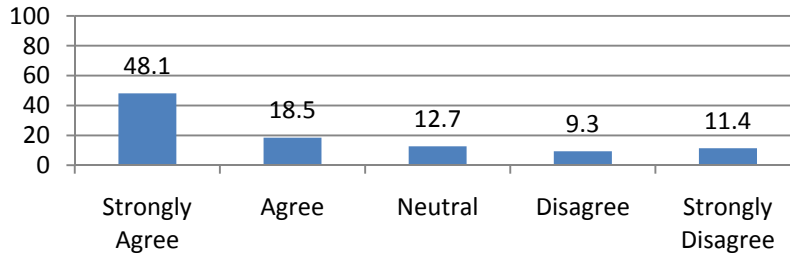
**My greatest challenge with the Summer 4/10 work schedule was:**

1. Impact on family and personal life (73)
2. Maintaining productivity – physical and intellectual challenges (45)
3. No challenges (51)
4. Childcare concerns (17)
5. Negative impact on student services provided to students, including access to the library and tech mall (14)
6. Impact on academic programs – lack of classes (14)
7. Negative impact on administrative duties – longer hours worked (13)
8. Employee attitudes (10)
9. Medical or health issues (2)
10. Understaffing resulting from vacation hours taken (1)
11. Vendor issues (1)

**The greatest benefit to me with the Summer 4/10 work schedule was:**

1. Four day work week and three day weekend (115)
2. Improved quality of personal and family life (75)
3. None (35)
4. Improved productivity (18)
5. Saved money (4)
6. Grateful to have a job (2)

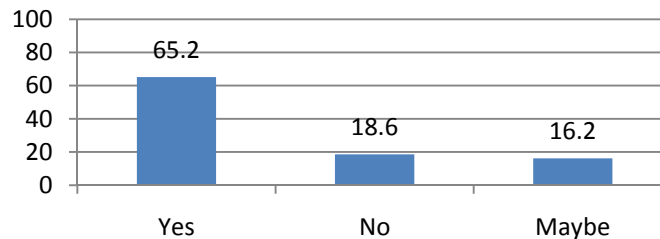
## Satisfied with Summer 4/10 Schedule (Percent)



**Overall, I was satisfied with the Summer 4/10 work schedule:**

	Frequency	Valid Percent
Strongly Agree	156	48.1
Agree	60	18.5
Neutral	41	12.7
Disagree	30	9.3
Strongly Disagree	37	11.4
<b>Total</b>	<b>324</b>	<b>100.0</b>
Don't Know	9	
Total	333	

## Approve of a 4/10 Schedule for Summer 2011 (Percent)



**I would like to have a 4/10 schedule for Summer 2011:**

	Frequency	Percent
Yes	217	65.2
No	62	18.6
Maybe	54	16.2
<b>Total</b>	<b>333</b>	<b>100.0</b>

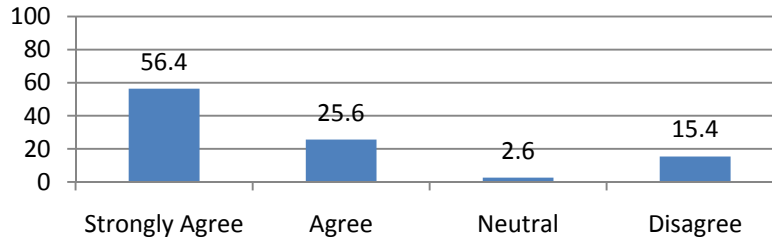
## General Comments:

1. Positive support (71) for:
  - a. Repeating the summer 4/10 schedule
  - b. Expanding the 4/10 schedule to fall and spring
  - c. Proposal to implement and/or expand a 9/80 schedule
  - d. Stagger shifts to provide flexible staffing
2. Negative feelings (21) expressed for 4/10 schedules:
  - a. Burden on employees with children / childcare
  - b. Created fatigue among employees
  - c. Decreased productivity
  - d. Questionable cost savings
3. Improve communication regarding altered schedules as this impacts students and vendors
4. Request for early notification of future 4/10 schedules so families may plan ahead
5. Was there truly a cost savings this past summer, and if so, how much?
6. 4/10 helped students
7. 4/10 hurt students

# Supervisors / Managers / Administrators

## Met Operational Demands

(Percent)



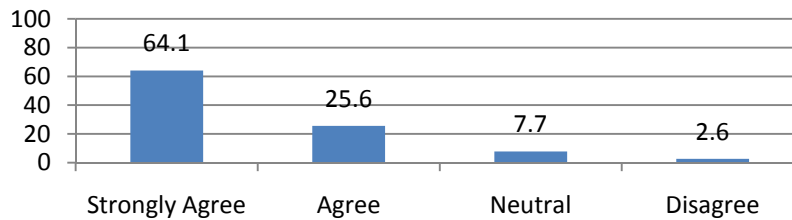
**Our office was able to meet its regular operational demands:**

	Frequency	Percent
Strongly Agree	22	56.4
Agree	10	25.6
Neutral	1	2.6
Disagree	6	15.4
<b>Total</b>	<b>39</b>	<b>100.0</b>
No Answer	1	
Total	40	

## Met Operational Commitment

8 am to 6 pm

(Percent)

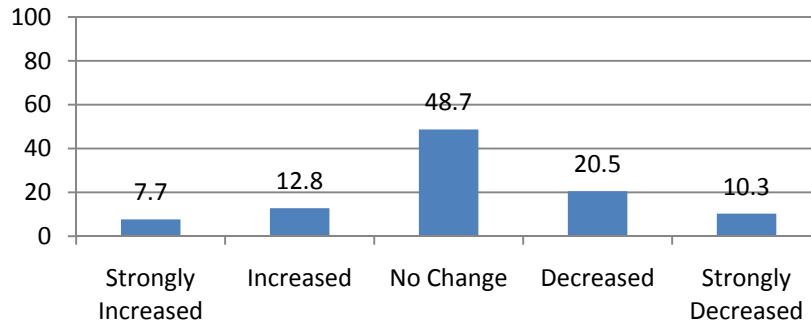


**Our department was able to cover the 8:00 a.m. – 6:00 p.m. commitment for operations:**

	Frequency	Percent
Strongly Agree	25	64.1
Agree	10	25.6
Neutral	3	7.7
Disagree	1	2.6
<b>Total</b>	<b>39</b>	<b>100.0</b>
No Answer	1	
Total	40	

## Change in Quality of Work

(Percent)



**I observed a change in the quality of work in my department resulting from employees working extended hours:**

	<b>Frequency</b>	<b>Percent</b>
Strongly Increased	3	7.7
Increased	5	12.8
No Change	19	48.7
Decreased	8	20.5
Strongly Decreased	4	10.3
<b>Total</b>	<b>39</b>	<b>100.0</b>
No Answer	1	
Total	40	

### General Comments:

1. No change in quality of service observed
2. Burn out of staff occurred early, two weeks into summer session
3. Childcare issues impacted departments and service hours
4. Quality of service increased due to supervisor/manager being present longer hours
5. Positive views of 4/10 schedule:
  - a. Work was more productive and focused
  - b. Bonding among employees was evident
6. Negative views of 4/10 schedule:
  - a. Loss of classroom access for maintenance on Fridays
  - b. Health issues exacerbated among employees
  - c. Childcare and family issues were evident
  - d. Personal schedules impacted