

**University of Colorado/Boulder - Exit Survey  
for Classified Staff and Unclassified/Professional Exempt**

This exit survey is for all non-temporary classified and professional exempt employees at UCB. Our objectives are to: identify why employees leave, identify management issues, and retain good employees. Therefore, your responses to this survey are very important to us. The more information you give us the more helpful it is.

To give you some safety to speak your truth, we will conceal your identity when we report the results of these surveys unless you choose to be identified. Responses to all questions will only be reported when five or more surveys can be combined for a department, no individual identifiers will be given, and no direct quotes from open ended questions will be used. Periodically, the information from these exit surveys will be reported to administrators to aid their workforce management efforts. However, if you would like your individual comments to go to your Director/Dean, you can tell us this later in the survey in section 7.

Please complete this form online or return it to Human Resources, Administrative and Research Center Room 373, Campus Box 565, 3100 Marine Street, Boulder, CO 80309-0565. For a personal exit interview or a telephone exit interview, please call Kris Watson at (303) 492-3838 or email at [Kris.Watson@colorado.edu](mailto:Kris.Watson@colorado.edu).

**1. The Department that I work in is \_\_\_\_\_ and it is under the following administrative area (please check one)**

- |                                                            |                                                              |
|------------------------------------------------------------|--------------------------------------------------------------|
| <input type="checkbox"/> Chancellor's Office               | <input type="checkbox"/> Vice Chancellor for Research        |
| <input type="checkbox"/> Executive VC for Academic Affairs | <input type="checkbox"/> Vice Chancellor for Administration  |
| <input type="checkbox"/> Senior VC for Budget and Finance  | <input type="checkbox"/> Vice Chancellor for Student Affairs |

**2. My reasons for leaving are (Please check all that apply)**

- |                                                                                    |                                                                         |
|------------------------------------------------------------------------------------|-------------------------------------------------------------------------|
| <input type="checkbox"/> Better career opportunity, becoming self employed         | <input type="checkbox"/> Child-care, staying at home                    |
| <input type="checkbox"/> Better pay or benefits, lack of resources at UCB          | <input type="checkbox"/> Dismissed                                      |
| <input type="checkbox"/> Dismissed                                                 | <input type="checkbox"/> Going back to school                           |
| <input type="checkbox"/> Medical reasons                                           | <input type="checkbox"/> Laid off                                       |
| <input type="checkbox"/> Retirement                                                | <input type="checkbox"/> Military service                               |
| <input type="checkbox"/> Lack of support as a member of an underrepresented group. | <input type="checkbox"/> Relocating                                     |
| <input type="checkbox"/> Other                                                     | <input type="checkbox"/> Transferring/promoting to another state agency |

Please explain: \_\_\_\_\_

**3. How would you rate the overall supervisory and management practices that you received on the following points? Please circle the appropriate response number for the items below.**

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Managed (not avoided) conflict well.	5	4	3	2	1
Provided timely and consistent recognition.	5	4	3	2	1
Demonstrated knowledge of policies and procedures.	5	4	3	2	1
Fairly applied policies and procedures.	5	4	3	2	1
Encouraged feedback and welcomed suggestions.	5	4	3	2	1
Provided excellent performance assessment.	5	4	3	2	1
Demonstrated equitable treatment of employees.	5	4	3	2	1
Encouraged initiative from me.	5	4	3	2	1
Helped me set challenging yet achievable goals.	5	4	3	2	1
Used my input on changes that affected my job.	5	4	3	2	1
Built trust – up, down and across the organization.	5	4	3	2	1

**Additional comments for question 3:** \_\_\_\_\_

**4. The following items rate your experiences working at UCB. Please circle the appropriate response number for the items below.**

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
My job duties and responsibilities met my expectations.	5	4	3	2	1
My job made good use of my skills and abilities.	5	4	3	2	1
I believed what I hear from Administrators (Vice Chancellors and up).	5	4	3	2	1
My work helped UCB to succeed.	5	4	3	2	1
I had opportunities to do meaningful work.	5	4	3	2	1
I was paid/compensated fairly for the work I do.	5	4	3	2	1
Our department was staffed adequately to achieve our goals.	5	4	3	2	1
There were good opportunities for advancement at UCB.	5	4	3	2	1
The culture at UCB motivated me to do my best.	5	4	3	2	1
I would recommend this department to others as a good place to work.	5	4	3	2	1
I received the training needed to be successful at my job.	5	4	3	2	1

**5. If I could change one thing at UCB or my department that would have kept me from leaving, I would change \_\_\_\_\_**

**6. Please make any additional comments or explain any of your answers that you think would be helpful in improving UCB as a place to work. \_\_\_\_\_**

**7. I would like a copy of my exit survey given to my Director/Dean. Yes \_\_\_\_\_ No \_\_\_\_\_**

**IF “yes” then please provide the following information (without the following information your survey will not be given to your Director/Dean).**

Name: \_\_\_\_\_

Job class (ex: Admin. Assistant 1, General Professional 2): \_\_\_\_\_

**For demographic purposes: information given here will be reported in ways that maintain individual anonymity.**

Length of C.U. Service: \_\_\_\_\_ Gender: \_\_\_\_\_

Race/Ethnicity: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**Thank you for your responses to this survey. Please contact Kris Watson (2-3838 or Kris.Watson@colorado.edu) if you would like to arrange a time to discuss your responses and your experiences at UCB.**