
Summary Survey Results

APPENDIX

In this appendix, readers will find the aggregate results of four surveys we conducted as part of our evaluation Minnesota State Colleges and Universities (MnSCU) occupational programs. For the last two surveys in this appendix, we are providing only summary results of survey responses because we agreed to protect respondents' answers as "private" data, meaning only staff working on the evaluation have access to individual responses.

To learn about the information and services colleges provide to students regarding careers and job opportunities, we surveyed chief academic officers at the 30 MnSCU colleges. We received responses from all 30 colleges, for a 100 percent response rate. For student perspectives, we surveyed 13 student leaders serving on the Governing Council of the Minnesota State College Student Association, and received responses from 10 for a 77 percent response rate.

For viewpoints from employers on the evaluation's issues, we surveyed the chairs of Minnesota's 16 workforce investment boards and the 16 directors of the workforce service areas. The response rate for this survey was 88 percent. We also surveyed a sample of employers and other professionals who were on rosters of colleges' program advisory committees, which colleges are required to convene for their occupational programs. We received responses from 619 people, for a 56 percent response rate.

Survey on Career Exploration and Job-Search Assistance Minnesota State Colleges and Universities

Thank you for responding to this survey. Please consider the questions as they relate to occupational programs, which refer to programs that prepare students for specific jobs; result in an award such as a diploma, certificate, associate in science degree, or associate in applied science degree; and are not intended as the start to a four-year degree. Unless otherwise noted, the questions apply to the 2007-2008 academic year ending with spring semester. The survey is one part of an evaluation, directed by the 2008 Legislature, of MnSCU's occupational programs. Survey results will be available in January 2009 when the Office of the Legislative Auditor expects to release the evaluation report.

1. Name _____
2. Title _____
3. College _____

4. As of the end of spring semester 2008, how many counselors and advisors who offered career counseling and advising were available for students in occupational programs at your college?

3.7 (median) Full-time equivalent counselors (excluding those who did not offer career counseling)

3.4 (median) Full-time equivalent advisors (excluding those who did not offer career advice)

QUESTIONS ON CAREER INFORMATION FOR NEW OR PROSPECTIVE STUDENTS

5. Which of the following materials or services did your college make available to students thinking about occupational programs? If made available, to what extent did the college require them?

	<u>Available</u>	<u>Required</u>		
		<u>For All New Students</u>	<u>For New Students In Some Programs</u>	<u>Not Required</u>
One-on-one career exploration with college counselor or advisor (N=30)	100%	13%	10%	77%
One-on-one meeting with program faculty regarding college programs and careers (N=30)	97	24	31	45
Life planning tool (e.g., "Goals+Plans=Success" known as GPS LifePlan) to help students determine academic, career, and personal goals (N=30)	50	11	22	67
Multiple-session seminar or class on career exploration (N=30)	87	7	22	70
Career exploration session as part of orientation (N=30)	30	7	7	87
Single-session workshop (outside of orientation) to explore or plan careers (N=30)	77	0	8	92
Written materials (books, pamphlets, handouts, Web pages, etc.) explaining how your college's programs relate to specific careers (N=30)	100	21	11	68
Written materials on career options (N=30)	100	11	4	86
Written materials on occupations with <i>strong</i> prospects for future job openings (N=30)	90	7	7	85
Written materials on occupations with <i>weak</i> prospects for future job openings (N=30)	70	8	0	92
Referrals to Internet sites on career exploration, such as iSeek, CareerOneStop, or Minnesota Career Information System (N=29)	97	11	11	79

6. In general, to what extent do you think career-exploration materials or services have changed at your college over the past five years? (Mark one.) (N=30)

Greatly improved	27%
Somewhat improved	47
About the same	20
Somewhat declined	3
Greatly declined	3
Don't know	

7. Please explain briefly the most significant changes. _____

8. To what extent were the following sources used for counseling and advising students on occupations and programs?

	<u>Frequently</u>	<u>Occasionally</u>	<u>Rarely If Ever</u>	<u>Don't Know</u>
Contacts with local workforce center personnel (N=30)	43%	53%	3%	0%
Contacts with employers (N=30)	63	33	3	0
Contacts with labor market specialists (N=30)	3	43	47	7
State or federal data such as from the U.S. Bureau of Labor Statistics (N=30)	27	63	7	3
Labor market data supplied by MnSCU's Office of the Chancellor (N=30)	27	53	10	10

9. For new or prospective students, to what extent did your college use related-employment rates from follow-up surveys of graduates?

	<u>Frequently</u>	<u>Occasionally</u>	<u>Rarely If Ever</u>	<u>Don't Know</u>
During orientation, distributed written information on employment rates (N=30)	17%	20%	60%	3%
Counselors, advisors, or faculty discussed results with students (N=30)	30	50	13	7
Referred students to employment rates published on college's web site (N=30)	27	33	30	10
Made employment rates available upon request (N=30)	60	30	3	7
Referred students to MnSCU Office of the Chancellor's published employment rates (N=30)	3	47	37	13
Other (Please specify.)				

10. When working with new or prospective students, how useful were the results from the graduate follow-up surveys? (N=30)

Very useful	33%
Somewhat useful	47
Somewhat useless	13
Very useless	7

Comments: _____

11. To what extent did your college offer additional career counseling for students in programs connected to occupations with weak prospects for future job openings (versus those with strong prospects)?

	Offered <u>More</u>	Offered About the <u>Same</u>	Offered <u>Less</u>	Don't Know/Not <u>Applicable</u>
Offered one-on-one counseling or advising (N=30)	3%	87%	10%	0%
Informed students about related fields with better prospects (N=30)	33	53	3	10
Provided data on forecasted job prospects (N=30)	7	70	13	10
Referred students to outside sources of information on job prospects (N=30)	17	67	7	10
Other (<i>Please specify.</i>)				

QUESTIONS ON ASSISTING STUDENTS WITH JOB PLACEMENTS

12. In the 2007-08 academic year, how frequently did the college make the following available to occupational-program students seeking help to find jobs?

	<u>Frequently</u>	<u>Occasionally</u>	<u>Rarely, If Ever</u>
Courses, seminars, or workshops on job-search skills (N=30)	67%	33%	0%
On-campus visits by recruiters (N=30)	40	53	7
On-campus career fairs representing numerous employers (N=30)	40	47	13
"Brown-bag" workshops featuring workers and/or employers from a specific industry (N=30)	17	40	43
Tours of businesses at employers' sites (N=29)	34	45	21
Other (<i>Please specify.</i>)			

13. Besides the services listed above, which of the following did your college have available?

(*Mark all that apply.*) (**N=30**)

Career center or job placement office with information on openings and one-on-one counseling or advising	80%
Computers for students to access "job banks"	97
Capacity for students to post résumés or apply online for jobs	73
Bulletin board or other written posting of available jobs	97
Referrals to Internet links with job openings	97
Other (<i>Please specify.</i>)	

14. In the last five years, have faculty in your occupational programs brought in businesses to recruit prospective employees or apprentices? (N=30**)**

93%_Yes **7%**_No

15. If yes, in a typical year, for how many occupational programs did faculty bring in businesses seeking prospective employees or apprentices? (N=28**)**

32% Most programs **50%** Some programs **7%** One or two programs **11%** _Don't know

Comments: _____

16. In the 2007-08 year, how active were your college's program advisory committees, generally speaking, in the following? (N=30)

	<u>Very Active</u>	<u>Somewhat Active</u>	<u>Somewhat Inactive</u>	<u>Very Inactive</u>	<u>Don't Know</u>
Planning job-placement activities (e.g., job fair)	10%	50%	13%	10%	17%
Directly recruiting students for jobs	13	60	7	7	13

Comments: _____

17. Over the last five years, has your college added or redesigned occupational programs for businesses that explicitly promised to employ future graduates? (N=30)

73%_Yes 27%_No

Comments: _____

18. If yes, how common was it to add or redesign occupational programs for businesses promising to hire future graduates? (N=21)

Occurred for most programs	5%
Occurred for some programs	24
Occurred for one or two programs	57
Don't know	14

If you don't know, who at your college would likely know? _____

19. If yes, name up to three occupational programs added or redesigned for businesses explicitly promising to employ future graduates.

Program #1 _____
 Program #2 _____
 Program #3 _____

20. For programs named in Question 19, what share of graduates did participating businesses promise to hire? (Mark one answer for each program.) (N=15)

	<u>Program #1</u>	<u>Program #2</u>	<u>Program #3</u>
All graduates of a program	13%	0%	0%
Top graduates of a program	7	17	10
Some share but not all graduates of a program	80	83	90

Comments:

21. For programs named in Question 19, how if at all have businesses been held to their hiring promises? (Mark all that apply.) (N varies, as shown)

	<u>Program #1</u>	<u>Program #2</u>	<u>Program #3</u>
A contract or memorandum of understanding	0 colleges	0 colleges	0 colleges
Business(es) forecasted number of open jobs and later hired all available graduates	1 college	0 colleges	0 colleges
Nothing bound the business(es) to its forecasted hires	1 college	1 college	2 colleges
Business(es) did not promise specific number of hires	3 colleges	5 colleges	8 colleges
Don't know (Please specify who would likely know.)			

Comments: _____

22. What employment-related information for prospective students or job-placement assistance do you think should be, but is not, available for students at your college?

23. Please give us any additional comments you may have.

Thank you for completing this survey!

MINNESOTA STATE COLLEGE STUDENT ASSOCIATION GOVERNING COUNCIL

Thank you for your input on MnSCU's help for students exploring careers and identifying job opportunities. We want your viewpoints as part of an evaluation required by the 2008 Legislature. If you have questions, please contact Jody Hauer at jody.hauer@state.mn.us or 651-296-8501.

Please answer based on what you feel is true or predominantly true for colleges attended by students you represent. If your answer does not apply to all colleges in your jurisdiction, note this on the page. Feel free to use the reverse side of this form. Mail this using the postage-paid envelope or fax to 651-296-4712 by Aug. 18.

Name: _____

Please circle your affiliation:

A. Regional Representative	B. Cabinet Member	C. At Large	D. Presidents' Group
5	3	1	1

EXPLORING CAREERS AND OCCUPATIONS

1. For new students or those considering MnSCU's programs, how adequate are the colleges' services and information on exploring careers and learning which occupations are in demand? (*Circle one per row.*)

	More Than <u>Adequate</u>	<u>Adequate</u>	<u>Inadequate</u>	More Than <u>Inadequate</u>	Don't <u>Know</u>
Exploring careers (N=9)	0	5 (56%)	3 (33%)	1 (11%)	0
Learning which occupations are in demand (N=9)	0	0	7 (78%)	2 (22%)	0

2. What would you say are the three most helpful services or types of information offered by the colleges to help students explore careers or learn which occupations are in demand?

Career-exploration classes. Career centers. Instructors. Online resources.

3. What (if any) services or information on careers and occupations in demand would be useful but are lacking?
Students are unaware of what is available.

There is a need for more career services or counselors, especially at certain campuses.

4. From what you know, to what extent is information getting to students who most need assistance with understanding careers and occupations in demand?

Current information is too limited; a more constant flow of information is needed on what services are available. Students who need it the most don't seek it. Campuses depend on counselors for this information, but not all are well informed.

IDENTIFYING JOB OPPORTUNITIES

5. For graduating students, how adequate is the colleges' help with identifying job opportunities? (**N=9**)

<u>More Than Adequate</u>	<u>Adequate</u>	<u>Inadequate</u>	<u>More Than Inadequate</u>	<u>Don't Know</u>
0	3 (33%)	2 (22%)	1 (11%)	3 (33%)

6. What would you say are the three most helpful services or types of information offered by the colleges to help graduating students identify job opportunities?

A staff person dedicated to finding jobs. Job posting boards, especially those that are constantly updated. Faculty.

7. What (if any) services or information on identifying job opportunities would be useful but are lacking?

Website job board would be helpful. Interactions with workforce centers. Adequate promotion of available services. A dedicated placement officer at all campuses.

Thank You! If you have additional comments, please use the other side of this page.

Minnesota Office of the Legislative Auditor
Questionnaire for Workforce Service Area Directors and
Workforce Investment Board Chairs

This questionnaire seeks your opinions on interactions between workforce service areas and two-year colleges in the Minnesota State Colleges and Universities (MnSCU) system. It is part of the Legislative Auditor's evaluation of MnSCU's occupational programs, which the 2008 Legislature requested.

Please focus your answers on two-year colleges in the MnSCU system (listed below in Question 3), *not* the four-year state universities (such as Bemidji State University or St. Cloud State University).

You and your opinions will not be identified individually in our final report; we will present summary results exclusively. We request your name only for tracking who responds. Survey results will be available in February 2009, when the Office of the Legislative Auditor releases the evaluation report.

-
-
1. **Your name:** _____
2. **For about how long have you served as chair of the workforce investment board (WIB) or director of the workforce service area?** *(Mark one.) (N=28)*
4% Under one year
18 At least one but less than two years
25 At least two but less than five years
21 At least five but less than ten years
32 Ten or more years
3. **MnSCU's two-year colleges are listed alphabetically below. Please mark the one or two with which your workforce service area has the most interactions.** *(If you mark "none," skip to Question 8.)*

(To protect confidentiality for survey respondents, we do not report their responses to this question.)

- | | | |
|--|---|---|
| <input type="checkbox"/> None <i>(Skip to Question 8.)</i> | <input type="checkbox"/> Mesabi Range Community and Technical College | <input type="checkbox"/> Pine Technical College |
| <input type="checkbox"/> Alexandria Technical College | <input type="checkbox"/> Minneapolis Community and Technical College | <input type="checkbox"/> Rainy River Community College |
| <input type="checkbox"/> Anoka Technical College | <input type="checkbox"/> Minnesota State College—Southeast Technical | <input type="checkbox"/> Ridgewater College |
| <input type="checkbox"/> Anoka-Ramsey Community College | <input type="checkbox"/> Minnesota State Community and Technical College | <input type="checkbox"/> Riverland Community College |
| <input type="checkbox"/> Central Lakes College | <input type="checkbox"/> Minnesota West Community and Technical College | <input type="checkbox"/> Rochester Community and Technical College |
| <input type="checkbox"/> Century College | <input type="checkbox"/> Normandale Community College | <input type="checkbox"/> Saint Cloud Technical College |
| <input type="checkbox"/> Dakota County Technical College | <input type="checkbox"/> North Hennepin Community College | <input type="checkbox"/> Saint Paul College |
| <input type="checkbox"/> Fond du Lac Tribal and Community College | <input type="checkbox"/> Northland Community and Technical College | <input type="checkbox"/> South Central College |
| <input type="checkbox"/> Hennepin Technical College | <input type="checkbox"/> Northwest Technical College | <input type="checkbox"/> Vermilion Community College |
| <input type="checkbox"/> Hibbing Community College | | |
| <input type="checkbox"/> Inver Hills Community College | | |
| <input type="checkbox"/> Itasca Community College | | |
| <input type="checkbox"/> Lake Superior College | | |

4. Based on the college(s) you just identified, please indicate how much you agree or disagree with the following. (If your WIB has not had a MnSCU member in the last year or so, mark “Not Applicable.”)

	<u>Strongly Agree</u>	<u>Some- what Agree</u>	<u>Some- what Disagree</u>	<u>Strongly Disagree</u>	<u>Don't Know or Not Applicable</u>
a. MnSCU representatives are generally active participants in WIB activities (N=28)	68%	25%	4%	0%	4%
b. Interactions between the WIB and MnSCU colleges are sufficient (N=28)	54	32	7	4	4
c. The WIB and MnSCU representatives have worked well together in recent times (N=28)	75	18	4	0	4
d. MnSCU representatives fulfill their obligations as WIB members (N=28)	68	21	0	0	11

5. In what ways (if any) do you think interactions between the WIB and area MnSCU colleges are limited or could be improved?

6. For the MnSCU college(s) you identified, how strongly would you rate their participation in the following? (Mark one in each row.)

	<u>Strong Participation</u>	<u>Moderate Participation</u>	<u>Some Participation</u>	<u>Very Little If Any Participation</u>	<u>Don't Know or N/A</u>
a. Identifying key businesses or industries in the region (N=28)	68%	18%	7%	7%	0%
b. Identifying current needs for developing the workforce (N=28)	57	25	11	7	0
c. Anticipating future workforce needs based on job forecasts (N=28)	36	39	14	7	4
d. Building “demand-driven” partnerships with area businesses (N=28)	46	36	11	7	0
e. Designing pathways between high school and college for students choosing vocational education (N=27)	26	52	11	7	4
f. Working on Minnesota Job Skills Partnership projects (N=28)	50	21	11	4	14
g. Sharing staff positions between workforce centers and the college (N=28)	14	25	11	39	11
h. Collaborating on programs, such as career exploration, for both students and workforce center clients (N=28)	25	32	18	21	4

Question 6 Continued . . .

If you are a WIB chair, skip to Question 7. If you are a workforce council director, respond to the following remaining items of Question 6.

	<u>Strong Participation</u>	<u>Moderate Participation</u>	<u>Some Participation</u>	<u>Very Little If Any Participation</u>	<u>Don't Know or N/A</u>
i. Identifying needs for customized training of employers' incumbent workers (N=16)	56%	38%	0%	0%	6%
j. Referring students to workforce center programs (N=16)	31	25	25	19	0
k. Tracking workforce center clients referred to MnSCU to determine whether the clients enroll or show up for class (N=15)	20	20	27	27	7

7. Based on your knowledge of businesses in your area, indicate how much you agree or disagree that the MnSCU college(s) you identified are effective in the following. (Mark one in each row.)

	<u>Strongly Agree</u>	<u>Some-what Agree</u>	<u>Some-what Disagree</u>	<u>Strongly Disagree</u>	<u>Don't Know or Not Applicable</u>
a. Establishing and maintaining contacts with area businesses and industries (N=28)	43%	50%	4%	0%	4%
b. Responding nimbly to modify vocational programs as businesses' needs change or new technologies emerge (N=28)	21	39	29	7	4
c. Providing the postsecondary vocational education needed to make students employable (N=28)	50	39	11	0	0
d. Fulfilling area employers' needs for training their incumbent workforces (N=28)	29	64	0	4	4

8. Please give us any additional comments you may have on your workforce service area and two-year colleges in the MnSCU system.

Thank you for your opinions!

Survey of Program Advisory Committee Members at Minnesota State Colleges and Universities (MnSCU)

Thank you for participating. This survey is one part of the Legislative Auditor's evaluation of MnSCU's occupational programs, which the 2008 Legislature requested. If you serve on more than one advisory committee, please select only one on which to base your answers. If you do not currently serve on an advisory committee, please base your answers on your most recent experience with one.

You and your opinions will not be identified individually in our final report; we will present summary results only. Survey results will be available in February 2009, when the Office of the Legislative Auditor releases the evaluation report.

1. **Your Name:** _____
2. **Advisory Committee Name:** _____
3. **College Where Committee Is Located:** _____

4. **For about how many consecutive years have you served on the program advisory committee?**
(Mark any that apply.) **(N=532)**

☐ **5%** Less than a year
☒ **38** One to three years
☒ **18** More than three but less than five years
☒ **37** Five or more years
☐ **2** Not currently on a committee

5. **Please indicate the extent to which you agree with the following.** (Mark one for each row.)

	Strongly <u>Agree</u>	Somewhat <u>Agree</u>	Somewhat <u>Disagree</u>	Strongly <u>Disagree</u>
The college has clearly stated the purpose of the committee and members' roles (N=529)	59%	36%	4%	1%
The committee has determined what it should accomplish and works to meet its objectives (N=526)	48	44	8	1
The committee receives a clear agenda for its meetings (N=522)	68	26	4	2
Faculty and other college personnel set a positive tone for the committee's work (N=528)	77	20	2	1
The committee holds a sufficient number of meetings (N=527)	39	41	14	6
The number of members is about right, given the committee's tasks (N=525)	56	39	5	1
Members on the committee generally are people well suited for the tasks (N=527)	71	27	2	0
The committee has adequate administrative and clerical support (N=526)	55	37	7	1
Committee meetings are organized, allowing members to use their time well (N=526)	64	29	5	2

6. How strongly connected is the advisory committee to the following? (Mark one for each row.)

	<u>Strongly</u>	<u>Moderately</u>	<u>Somewhat</u>	<u>Little or Not At All</u>	<u>Not Applicable</u>
Economic development initiatives in the area (N=522)	27%	33%	15%	16%	9%
Area high schools and their students (N=522)	27	27	20	19	6
Workforce Center programs and activities (N=520)	22	30	22	18	9
The general collegewide advisory committee (N=518)	26	28	20	19	8

7. In the most recent year of your membership on the advisory committee, how active was the committee in the following? (Mark one for each row.)

	<u>Very Active</u>	<u>Somewhat Active</u>	<u>Somewhat Inactive</u>	<u>Very Inactive</u>
Assessing the occupational programs' strengths and weaknesses and suggesting improvements (N=518)	55%	35%	6%	3%
Identifying internships, mentors, or clinical opportunities for students (N=518)	36	41	18	5
Identifying needs for tools, supplies, equipment, or facilities (N=515)	48	34	13	5
Reviewing course content against industry standards (N=516)	61	26	9	4
Identifying new or emerging career and technical fields (N=514)	45	37	13	5
Participating in activities such as job fairs or industry tours (N=515)	25	35	24	17
Directly recruiting students for jobs (N=510)	29	37	22	13
Helping instructors identify retraining or other opportunities to maintain their technical skills (N=514)	31	40	20	9
Explaining or promoting the programs to the broader community (N=510)	28	42	21	9
Other (Please specify). _____				

8. How well has the college responded to recommendations from the program advisory committee about the following? (Mark one for each row.)

	<u>Very Well</u>	<u>Somewhat Well</u>	<u>Somewhat Not Well</u>	<u>Not Well At All</u>	<u>Unknown or Not Applicable</u>
Curriculum changes (N=519)	51%	33%	5%	2%	9%
Updating tools, equipment, or facilities (N=520)	42	39	6	2	12
Incorporating employers' needs into the skill sets taught to students (N=519)	52	32	6	2	8
Graduates' preparedness for work (N=518)	49	35	5	2	9

9. Overall, how well would you say the advisory committee helps the college in the following?
(Mark one for each row.)

	<u>Very Well</u>	<u>Somewhat Well</u>	<u>Somewhat Not Well</u>	<u>Not Well At All</u>
Understanding employers' needs (N=518)	59%	34%	5%	2%
Contributing to continuous improvement of the programs (N=520)	57	35	7	2

10. What changes, if any, would you suggest for the operation or makeup of the advisory committee?

11. Please give us any additional comments you may have.

Thank you for offering your opinions!