

Introduction

**The Planning & Institutional Effectiveness (PIE) Committee has just completed its third annual resource request prioritization. In order to improve future planning and prioritization process, the PIE Committee invites your valuable feedback on the Resource Request form and the overall process.**

**We appreciate the time and effort you give to participate in this survey. Your responses will remain confidential.**

Tell us about yourself

\* 1. In what area/division do you work?

- Administrative Services
- Continuing Education
- Credit Instruction or Academic Affairs
- Student Services
- Other (please specify)

\* 2. What is your employment category?

- Administrator
- Classified
- Faculty
- Other (please specify)

\* 3. Did you complete/submit a Resource Request form?

- Yes
- I started but never completed/submitted the form
- No
- I do not know what a resource request is

Resource request form process

**For the questions on this page, please focus on your experience in completing and submitting the Resource Request form.**

\* 4. Please indicate your level of agreement with the following statements:

	Strongly disagree	Disagree	Agree	Strongly agree
The resource request process is clear	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The timeline for submitting a resource request is clear	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The Resource Request form is easy to complete	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The amount of time to complete the Resource Request form is reasonable	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The information items requested by the form are easy to find	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The information items requested are clearly connected and relevant	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

5. If you disagree with any of the above statements, what changes to the Resource Request form or submission process would you recommend?

Overall process

**For the questions on this page, please focus on the overall resource request and prioritization process.**

\* 6. Please indicate your level of agreement with the following statements:

	Strongly disagree	Disagree	Agree	Strongly agree
The resource request and prioritization process is fair	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The resource request and prioritization process is equitable	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The PIE Committee effectively communicates the planning and budgeting process to the college community	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I can easily describe the planning/prioritization process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The resource request and prioritization process meets the needs of my department/program	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
I am satisfied with the resource request and prioritization process	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. If you disagree with any of the above statements, what changes to the Resource Request process would you recommend?

Thank you

8. Please share any additional comments:

Thank you for your participation in this survey and for your valuable input to improve our planning and resource allocation process!