

TABULATION SHEET

- 4= almost always
- 3=frequently
- 2=sometimes
- 1=almost never

Transfer the number for each response next to the item number. Subtotal the "values" for each area.

1.

STRUCTURE

- 1.
- 2.
- 7.
- 11.
- 26.

2.

COMMUNICATION*

- 6.
- 14.
- 15.
- 22.
- 23.

*external

- LOW** **5-8**
- MEDIAN** **12.5**
- HIGH** **14-17**
- PERFECT** **18 +**

3.

TRAINING

- 3.
- 4.
- 8.
- 9.
- 12.
- 24.

4.

PLANS OF WORK

- 5.
- 10.
- 13.
- 21.
- 25.

5.

DATA

- 16.
- 17.

- 18.
- 19.
- 20.

Just as a compliance review is a snapshot of a Land-Grant Institution at one point in time, this instrument reflects your personal snapshot. No two people will have exactly the same "take" on a situation, but if you mapped thirty to fifty response sheets, a pattern of organizational performance should emerge.

Many items could be included under each of the five areas of an organization's performance for civil rights: the ones in the instrument are typically ones that are considered in federal compliance reviews. Whichever area(s) you perceive have low frequencies of attention in your organization are areas you may want to pay special attention to during training as potential areas for action back at work.

Remember, this is a perceptual snapshot intended to assist you in focusing your attention on areas you control to get the most out of the time you spend with your colleagues during the webinar.

Overall Tabulation All Areas

Low-25 Perfect- 100

Median-62.5