

Busy Work Survey Results & Next Steps



Busy Work Survey Details



Survey ran from November 3-14, 2025

- Used Baseline, a Campus Labs survey tool
 - Total of five questions
 - Sent to AA & Non-AA
 - AA responses = 603
 - Non-AA responses = 138
 - Total responses = 738

Busy Work Survey Questions



Q1. What task, project, or process takes up your time without meaningfully contributing to your work or goals?

Q2. Rate your overall frustration with having to complete this task, project or process.

Busy Work Survey Questions



Q3. Estimate the number of hours you spend completing this task, project or process.

Q4. Share any suggestions you have to improve, reduce or eliminate this task, project or process.

Q5. Is there another task, project or process that you find frustrating and time-consuming?

Survey Results

Top Four Similarities Between AA & Non-AA responses:

1. Timesheets
2. Travel/Expenses
3. Meetings
4. Emails

Additional Overlap Included:

1. Multiple Systems/Project Mgt. Duplication
2. AR & AWP/Performance Reviews

Q1. Top 10 Themes: AA



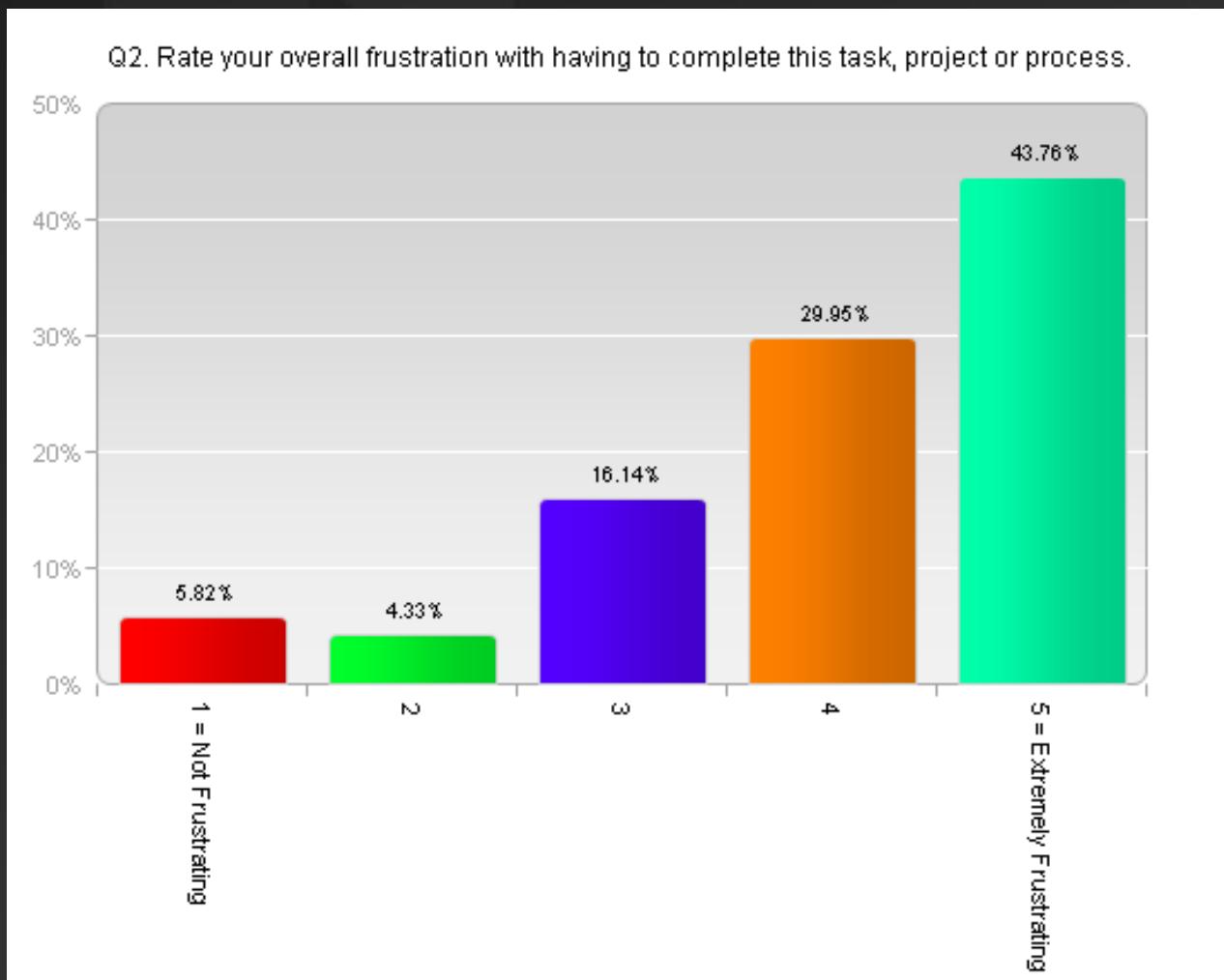
1. Advising
2. Timesheets
3. Travel/Expenses
4. AR & AWP
5. Compliance/Trainings
6. Assessment & Accreditation
7. Meetings
8. Committee Work
9. Email
10. Multiple Systems

QI. Top 10 Themes: Non-AA

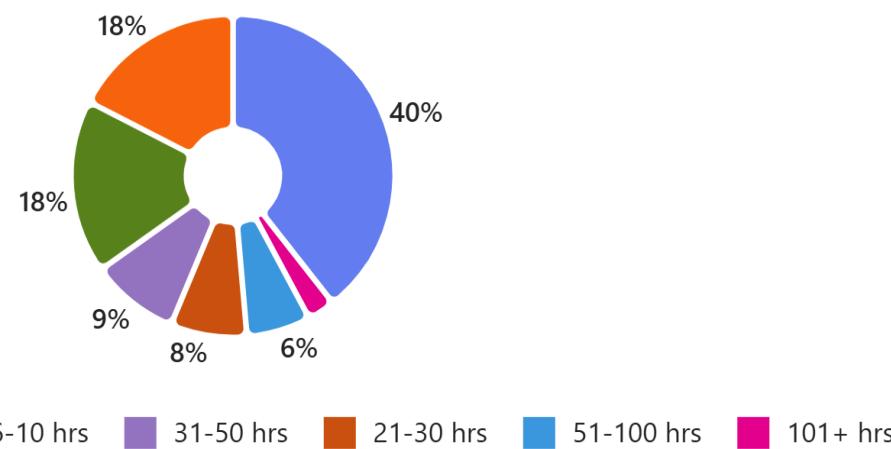


1. Stratus
2. Meetings
3. Emails
4. Travel/Reimbursement
5. Project Mgt. Duplication
6. HR Processes
7. Performance Reviews
8. Timesheets
9. Lack of Shared Resources/Calendars
10. Approval Processes

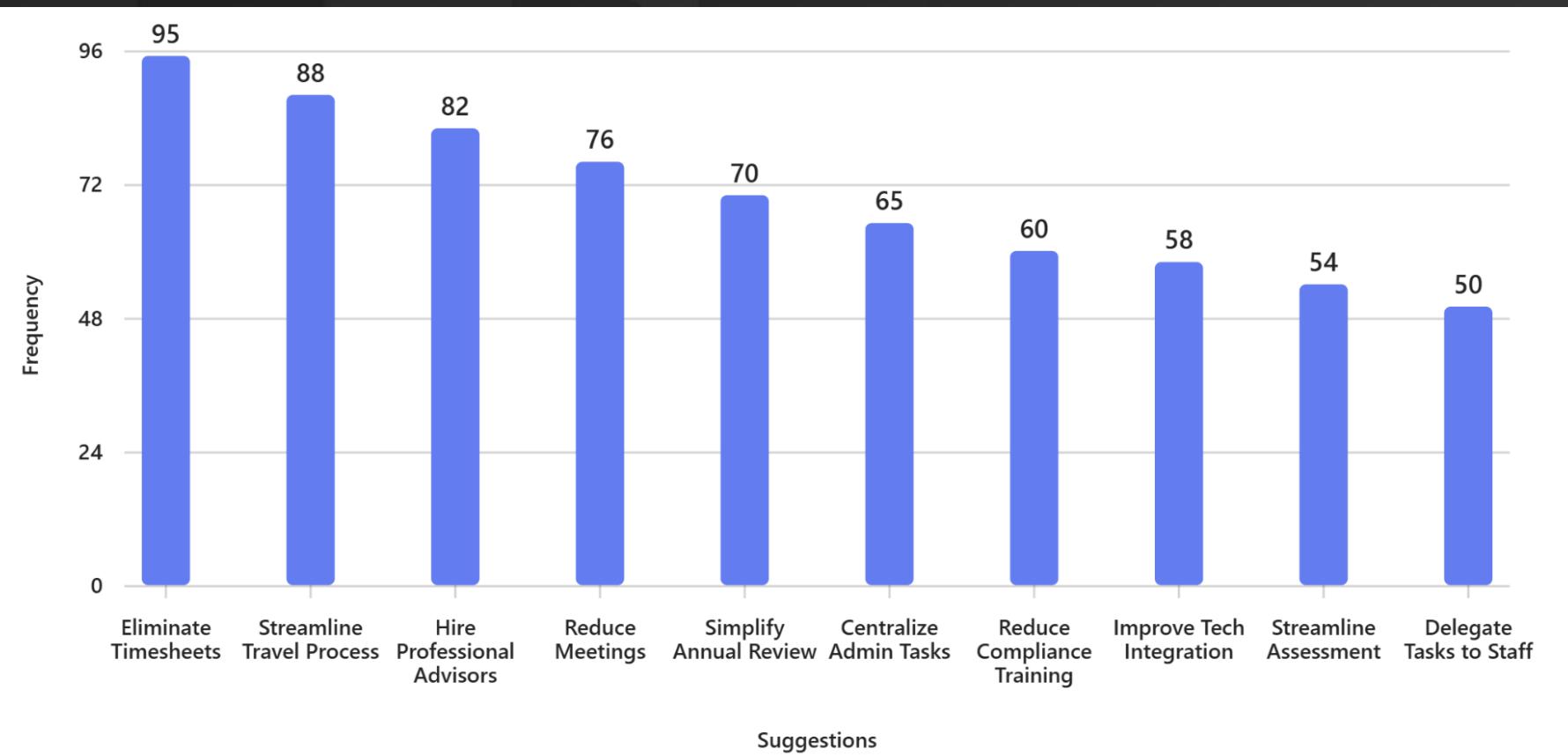
Question #2 (AA Responses)



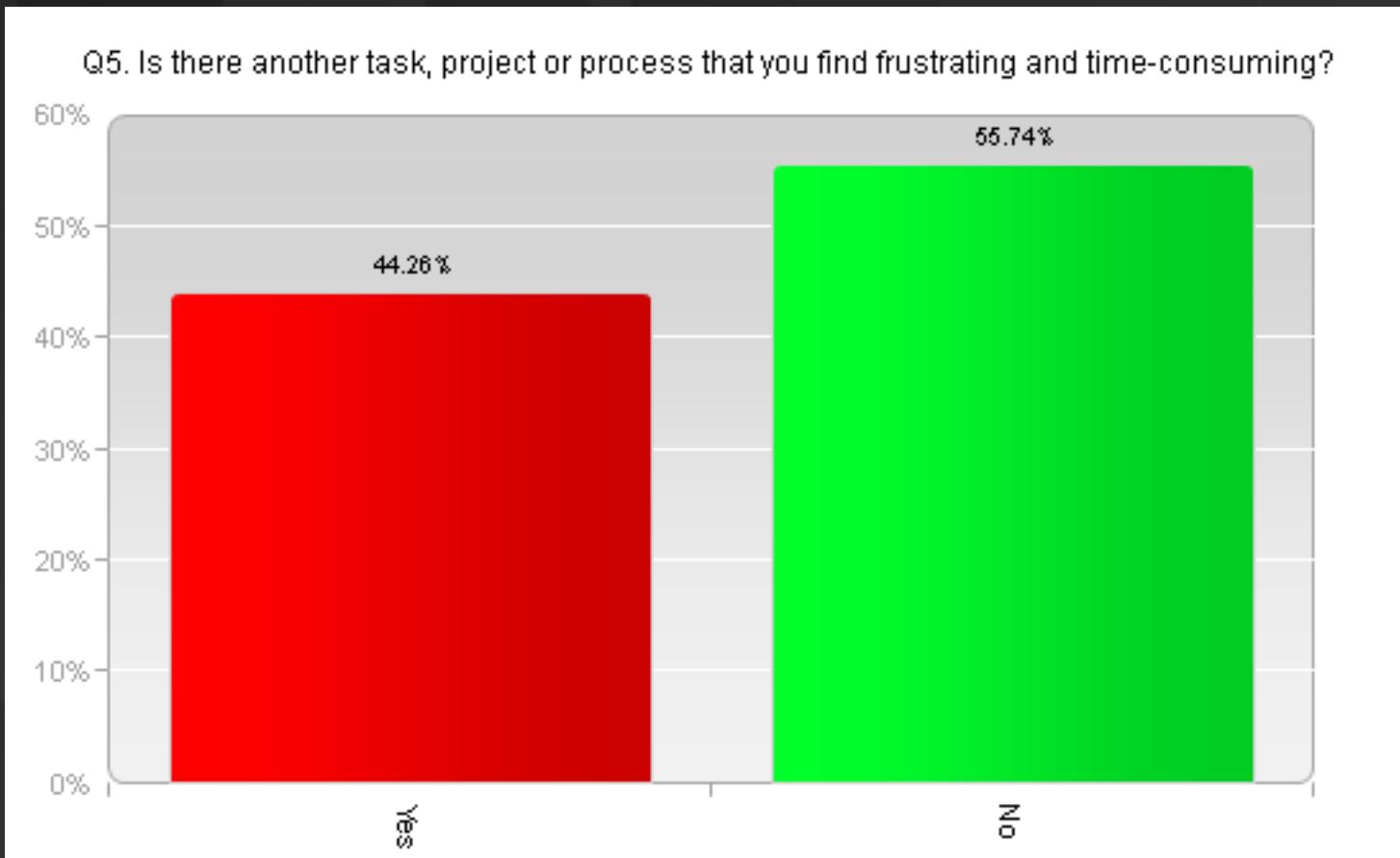
Question #3 (AA Responses)



Question #4 (AA Responses)



Question #5 (AA Responses)



Next Steps



Committee Created & Charged To:

1. Review & analyze the results
2. Identify, categorize & prioritize issues
3. Create workgroups to address priority issues
4. Develop timelines and dashboards to track progress
5. Communicate survey results and progress at all levels

Simplification Committee



Division of Business & Public Engagement: Daraius Irani

General Counsel: Stephanie Shea

Management and Compliance Office: Vasu Bhatt

OTS: Mike Kaiser

OHR: Jen Stano & Nathan Barker

AA: Matt Nugent

Operations and Facilities: Renee Norman

Financial Planning & Analysis: Michael Palmer

Auxiliary Services: Jake Smith

President's Office: Tameka Porter

Provost's Office/Strategic Comms: Sarah Parker Hughes