



Block 3

Student Supervisor Survey

This survey is for professional staff members who supervise student employees. This assessment is part of a broader campus initiative aimed at enhancing the student employee and supervisor experience at UM-Dearborn. We ask that you answer honestly without fear of judgment. Your responses will be used to improve the student employment experience. Your input is valued and appreciated!

Block 1

How long have you supervised student employees?

How many students do you supervise in a given semester?

How do you communicate and engage with your student employees? Check all that apply

- Regularly scheduled team meetings
- As-needed team meetings
- Regularly scheduled one on ones
- As-needed one on ones
- Regularly scheduled emails
- As-needed emails
- Training modules - Canvas, Google Classroom, etc
- Surveys
- Team outings/social gatherings
- Instant messaging - GChat, Slack, GroupMe, etc
- In-office working hours
- Other

On average, how much time do you spend communicating and engaging with student employees? (Refer to the list in the previous question)

- 0-1 hour per week per student
- 1-2 hours per week per student
- 2-3 hours per week per student
- 3+ hours per week per student

Are you responsible for the following job functions as related to student employees?

	Yes	No	Unsure
Writes the job description	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Creates job posting in HR system	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Making the job offer in the HR system	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Approving timesheets	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Monitoring budget, as it relates to employee payroll	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Recognizing accomplishments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Yes	No	Unsure
Providing feedback	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Completing performance evaluations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please identify your level of comfort as a student supervisor regarding the following areas:

	Extremely uncomfortable	Somewhat uncomfortable	Neither comfortable nor uncomfortable	Somewhat comfortable	Extremely comfortable
Providing positive recognition	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reflecting on skills learned	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Offering professional development opportunities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Providing feedback	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Managing budget for student payroll	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Forecasting budget for upcoming year	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

	Extremely uncomfortable	Somewhat uncomfortable	Neither comfortable nor uncomfortable	Somewhat comfortable	Extremely comfortable
Having difficult conversations	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Building relationships	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Completing the administrative tasks related to hiring	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Completing the administrative tasks to termination	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What areas would you like to grow in as a student supervisor?

What are your strengths in supervising students?

What professional development sessions, around student employment would you be interested in attending?

Is there anything else you'd like to share regarding supervising students?

Block 2

Thank you for completing this survey!