

STAFF SURVEY

Dear Mr./Mrs. Managers/ Professionals working at Hanoi University of Science and Technology

We would like to send you a questionnaire for the self-assessment of the University. We look forward to receiving your answers to the questions posed in the questionnaire. Your answers will help the University to develop solutions to improve the quality of education, teaching and research. We are committed to keeping information of respondents confidential, so please answer the questions honestly and objectively.

If you have any further questions or comments, please contact the address at the bottom of this survey.

Thank you for your cooperation

SECTION 1: PERSONAL INFORMATION

1. Faculty / School / Center / Department:
2. Current Position: Staff Specialist Lecturer
3. Gender: Male Female
4. Working duration at HUST:
under 5 years From 5 years to less than 20 years For 20 years or more
5. Degree: Intermediate / College Bachelor / Engineer Master/ M.Sc
Doctor/Dr.Habil
6. Academic Title: Assoc.Prof. Professor

SECTION 2: COMMENTS

Please mark '√' in the answer box with the appropriate choice. Please rate on a scale from:

1 = "completely disagree" to 5 = "agree" or mark '√' in the "no comment" box

SECTION 2: ASSESSMENT

Please choose the appropriate answer and tick '√' in the corresponding box. The answer to each item is divided into five rating levels ranging from 1 to 5, corresponding to "absolutely disagree" to "absolutely agree"

I.	Give your opinion on the Objectives of HUST	Completely disagree (1)	Disagree (2)	No comment (3)	Agree (4)	Completely agree (5)
I.	Mission and Objectives of HUST	Completely disagree (1)	Disagree (2)	No comment (3)	Agree (4)	Completely agree (5)

1	The objectives of the University are widely disseminated to all interested parties.					
2	You carry out effectively tasks according to the objectives set by the University.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	The educational objectives of the University are in line with the demand of the labor market	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
II	Give your opinion on the organization and management of the University.	Completely disagree (1)	Disagree (2)	No comment (3)	Agree (4)	Completely agree (5)
4	The organizational structure of the University is suitable for activities serving the defined mission and objectives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	The University has periodic popularization of short, medium and long-term development strategies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	The University organizes and manages all of its activities with a system of documents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7	Inspection and evaluation in the performance of the units ensures publicity and transparency.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8	Results of inspection and evaluation in activities are frequently	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	used for assuring and improving quality of the University.					
9	The University ensures the rights, regimes and policies for employees strictly according to regulations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10	The University guarantees the rights for students according to regulations.					
III	Evaluation of Managers, Specialists, Staffs' Performance	Completely disagree (1)	Disagree (2)	No comment (3)	Agree (4)	Completely agree (5)
11	Managers of the University have leadership capacity in the fields of education, training, scientific research and technology transfer. Or have leadership capacity in the assigned fields and tasks.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12	Specialists/ staffs are competent and work effectively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13	The University has policies to support and facilitate staffs to and foster their professional expertises and skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14	The University has appropriate reward policies for individuals and groups.					
IV	Self-assessment of managers and staffs	Completely disagree (1)	Disagree (2)	No comment (3)	Agree (4)	Completely agree (5)

15	You ensure the working hours as prescribed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16	You have knowledge and professional skills.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17	You have methodologies to work effectively	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18	You have teamwork skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19	You have ability to work under high pressure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20	You have proficiency in foreign languages to effectively serve your work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21	Your have periodic reports to your higher authorities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22	You have proficiency in IT for your work.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23	Your attitude towards contacting with students is open.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
24	You respond students' questions as prescribed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25	You direct students clearly and specifically when they need support	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
v	Facilities and equipment for Education and Research	Completely disagree (1)	Disagree (2)	No comment (3)	Agree (4)	Completely agree (5)
26	The University has teaching and learning facilities to ensure the quality of training and scientific research activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27	The University has enough qualified practical training rooms and laboratories according to professional	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	requirements.					
28	The University has a qualified library which meets the requirements of teaching and learning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29	Facilities and equipment for teaching and learning meet the demand of learners.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30	The University facilities are designed in a synchronous and modern way to meet the requirements of operation and development orientation.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VI	Scientific research and international cooperation.	Completely disagree (1)	Disagree (2)	No comment (3)	Agree (4)	Completely agree (5)
31	The University organizes, manages and supports scientific research activities.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32	The University's scientific research activities are effective for teaching and learning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33	International co-operation effectively supports the training activities of the University.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VII	Relationship between University and society.	Completely disagree (1)	Disagree (2)	No comment (3)	Agree (4)	Completely agree (5)
34	The University has close partnership with governmental	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	institutions, the party and organizations, and local businesses.					
35	The University regularly participates in social activities of the local area, effectively cooperates with organizations inside and outside the University to educate students about the historical tradition and ethnic culture.					

OTHER COMMENTS

1. Please indicate the points that you are most satisfied about the University

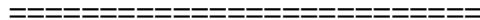
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2. Please indicate the points that you are not satisfied at most about the University:

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3. Other comments:

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Any comments please contact us:

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Hanoi University of Science and Technology
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☎(04) 38680627**