

EMPLOYMENT EXIT INTERVIEW QUESTIONNAIRE

GENERAL INFORMATION

(Please check all that apply)

1. Your most recent ETSU employment status was:
Full time ☐ Part-time ☐ Temporary ☐ Adjunct ☐

2. You were employed as:
Faculty ☐ Administrative ☐ Staff ☐

3. How long were you employed at ETSU? _____ Years _____ Months

Questions 4-7 are optional.

4. Are you: ☐ Female ☐ Male

5. Are you a member of racial minority? ☐ Yes ☐ No

6. Are you 40 years of age or older? ☐ Yes ☐ No

7. Do you have a physical or mental disability? ☐ Yes ☐ No

8. What was the primary reason you left/are leaving employment at ETSU?

- A. ☐ To accept another position
B. ☐ Family relocation
C. ☐ Personal (i.e., medical) or family reasons
D. ☐ Child care responsibility
E. Retirement:

☐ Regular

☐ Occupational disability

☐ Non-occupational disability

☐ Other, please explain: _____

F. ☐ Low salary

G. ☐ Unethical conduct occurring in the workplace

☐ Race

☐ Sex

☐ Sexual Preference

☐ National Origin

☐ Religion

☐ Sexual Harassment

☐ Disabling Condition

- H. ☐ Job Stress
- I. ☐ Lack of opportunity for advancement
- J. ☐ Johnson City/rural Tennessee (regional limitations)
- K. ☐ Other (please describe) _____

If appropriate, please elaborate your reason:

9. Do you feel that your termination was:
Voluntary ☐ Involuntary ☐ By mutual agreement ☐
10. If you have accepted a new position elsewhere, please check the **primary** reason(s) that you were seeking a new position in order of priority.
- A. ☐ Promotion of professional advancement
 - B. ☐ Better salary
 - C. ☐ Better fringe benefits
 - D. ☐ Better working conditions/environment
 - E. ☐ More professional opportunities
 - F. ☐ Better geographical location
 - G. ☐ Career change
 - H. ☐ Other (please describe)

DEPARTMENTAL INFORMATION

11. Were you given adequate training or orientation to do your specific job responsibilities?
Yes ☐ No ☐

If no, what could have been done to improve your orientation to your specific job responsibilities?

12. How well were you kept informed of relevant policies, procedures and information?
Very well ☐ Adequately ☐ Not very well ☐
13. How challenging was your job?
Very challenging ☐ Somewhat challenging ☐ Not very challenging ☐
14. In general, how fair did you feel that you were treated in your department?
Very fair ☐ Somewhat fair ☐ Almost never ☐
15. If you had suggestions or complaints, did you feel free to discuss them with you supervisor?
Almost always ☐ Sometimes ☐ Almost never ☐

16. How valued did you feel your ideas and opinions were in your department?
Highly valued ☐ Somewhat valued ☐ Not valued ☐
17. How much support did you feel you received from your colleagues and co-workers in your position?
A great deal ☐ Some ☐ Very little ☐
18. If you were on the faculty (in the tenure track), do you feel the promotion and tenure system was applied for fairly in your case?
Yes ☐ No ☐

If no, please explain: _____

19. How satisfied were you with your overall working conditions in your department?
Very satisfied ☐ Somewhat satisfied ☐ Not very satisfied ☐

UNIVERSITY – WIDE INFORMATION

20. Do you feel the University provided opportunities for advancement? Yes ☐ No ☐
If so, were these opportunities made available to you? Yes ☐ No ☐ Not necessary ☐
21. How satisfied were you with your overall working conditions within the University as a whole?
Very satisfied ☐ Somewhat satisfied ☐ Not very satisfied ☐
22. Do you feel that you were paid fairly for the job you performed?
Compared to others in your department? Yes ☐ No ☐
Compared to comparable positions at the University? Yes ☐ No ☐
Compared to others in your profession? Yes ☐ No ☐

If no, please explain: _____

23. How would you rate the University's healthcare benefits program?
Excellent ☐ Fair ☐ Poor ☐
What changes would you recommend?

24. How would you rate the University's educational benefits program?
Excellent ☐ Fair ☐ Poor ☐

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What changes would you recommend?

25. Did you take advantage of the educational benefits? Yes ☐ No ☐

If no, why not?

26. How would you rate the University overall as a place to work?

Excellent ☐ Fair ☐ Poor ☐

27. What were the **least** satisfying aspects of working with East Tennessee State University?

28. How could your working conditions have been improved?

29. What were the **most** satisfying aspects of working with East Tennessee State University?

30. Would you consider working again at East Tennessee State University?

Yes ☐ No ☐

31. Would you recommend East Tennessee State University to your friends or colleagues as a place of employment?

Yes ☐ No ☐

32. Any additional written comments would be welcomed.

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Optional Information:

33. Name: _____ Phone No.: _____

Department worked in: _____ Division: _____

If you wish to share additional comments through a confidential interview, please contact Human Resources at 439-5825 to arrange a meeting with the Director of Human Resources or one of his/her constituents.

This questionnaire is being used to obtain information about your experiences at East Tennessee State University. Please be open and honest so that we may better serve our employees in the future.

Please return this questionnaire to:

**East Tennessee State University
Human Resources
Campus Box 70564
Johnson City, TN 37614-1707**

Thank you for your time and cooperation!