



## ADJUNCT INTEGRATION ASSESSMENT FORM

The purpose of this instrument is to determine the extent to which adjunct lecturers are integrated across the various facets of this institution. Please respond to the questions in Q1 – Q5 below based on your experience at this institution over the current academic year. Your submission will be taken as consent to use your responses for research purposes and for improving our institutional operations.

– Thank you.

<b>Department:</b>				
<b>Period of Employment:</b>	<b>Start date:</b>			<b>To:</b>
<b>Primary teaching mode:</b> (Select all that apply)	<input type="checkbox"/> Face-to-Face	<input type="checkbox"/> Online	<input type="checkbox"/> Day	<input type="checkbox"/> Evening

**Response Key:** Y – Yes; N – No; S – Somewhat; F – Frequently; SF – Somewhat Frequently; NF – Not Frequently

### Q1 Engagement in teaching and research | Research & Teaching Function

Have you participated <b>as a presenter</b> at any research event, seminar or activity?	Y	N
Have you participated <b>as an attendee</b> at any research event, seminar or activity?	Y	N
Have you undertaken any research-based activity on the campus?	Y	N
Have you collaborated with any staff or student on a research project?	Y	N
Have you published (or submitted for consideration) any works under the Mico name?	Y	N
<b>Tally</b>		

### Q2 Engagement in campus activities | Support Services & Extracurricular Engagement

Did you participate in regularly scheduled campus activities (e.g. Tuesday assembly)?	F	SF	NF
Did you participate in signature campus activities (e.g. Nathan B. Competition)?	F	SF	NF
Did you participate in campus sporting events (e.g. sports day or staff sports competitions)?	F	SF	NF
Did you actively participate in campus celebrations/observances (e.g. Mico Week etc.)?	F	SF	NF
Did you participate in any staff wellness programmes (e.g. the gym, dancefit etc.)?	F	SF	NF
<b>Tally</b>			

### Q3 Engagement in faculty | Organizational & Academic Development

Were you given opportunities to apply your expertise outside of your teaching duties?	Y	S	N
Were your contributions and career successes recognized by the campus or faculty?	Y	S	N
Were you invited to attend or participate in faculty events (lunches, parties, seminars etc.)?	Y	S	N
Did you actively participate in faculty, departmental or academic staff meetings?	Y	S	N
Did you participate in the planning of faculty operations or faculty goals/objectives setting?	Y	S	N
<b>Tally</b>			

### Q4 Sense of community | Community Service Function

Are you aware of the Mico vision and mission statements and its core values?	Y	S	N
Do you feel included as part of the Mico family (e.g. faculty, academic staff etc.)?	Y	S	N
Do you feel a sense of community among the other adjunct staff?	Y	S	N
Did you participate in a collaborative project (outside of research) with any staff/student?	Y	S	N
Do you use campus facilities and resources such as the reference library, staffroom etc.	Y	S	N
<b>Tally</b>			

### Q5 Leadership | Academic Development & Governance

Are you involved in the development of policies or regulations for the faculty or institution?	Y	N
Are you involved in the induction/orientation of students or new staff (faculty/adjunct)?	Y	N
Are you a mentor or supervisor to any member of staff, even outside your faculty?	Y	N
Are you a member of any committee, boards or panels?	Y	N
Have you represented The Mico at any external event whether local or international?	Y	N
<b>Tally</b>		



## Instructions

Integration refers to the extent to which you are actively engaged in the happenings on the campus and the activities and operations of your faculty. Use the tables below to determine your level of integration.

First complete **Table A** by inserting the tally scores from the previous page to the appropriate cell; copy the information from the totals row to **Table B** and complete the multiplication as indicated based on the weighting given to positive, neutral and negative responses; add the total scores for each category as indicated to receive **Your Integration Score** and finally, match your score in the score key to determine your current level you of integration.

A	Count of Positive Responses	Count of Neutral Responses	Count of Negative Responses
Q1			
Q2			
Q3			
Q4			
Q5			
<b>TOTALS</b>			

B	Scoring	
Total Positive	x3=	
Total Neutral	x2=	
Total Negative	x1=	
<b>Your Integration Score</b> ←		

Continue to **Table C** below:

## Descriptions

Identify your level of integration by finding your score in the key below.

C	Score Key	
Level of Integration	Score Range	Description
<i>Strong integration</i>	<b>50-75</b>	You are actively engaged in campus and faculty activities and are regarded as a valued member of the Mico community.
<i>Weak integration</i>	<b>26-50</b>	You are somewhat engaged in campus/faculty activities. You are "seen" on the campus but not in a very substantial way.
<i>Poor Integration</i>	<b>0-25</b>	Little or no integration means that you are a remote member of the community and not actively engaged in faculty/campus activities.

\*Note: Scores above are based on the statistical approach called "variable weighting" where a number (weight) is assigned to each data item to reflect its relative importance based on the objective of the data collection. (See <https://blogs.sas.com/content/iml/2017/10/02/weight-variables-in-statistics-sas.html>)

◆◆◆ We encourage you to discuss this assessment with your supervisor and identify ways to improve your involvement and engagement within the campus community. ◆◆◆