Organizational Audit Questionnaire[[1]](#footnote-1)

Organizational Culture Analysis

Values

* What are the values that the organization considers most important? Include those that are actually considered important, not just those that are written.
* Do most board members share these values?

Traditions & Rituals

* What are the organization’s traditions?
* What types of activities does the board engage in monthly, quarterly, annually?
* Which of these activities are considered of critical importance to a board member’s success?
* What other organizational activities are board members expected to attend?
* What are the rituals that the board participates in that represent the ideals of the organization?
* Do board members socialize outside board-related activities? If so, do these social occasions serve as places in which board matters are discussed? What type of events are these activities and who is invited to attend?

Conflict Resolution

* How does the board resolve conflict between members?
* How are disagreements resolved?
* How is anger handled?
* How do hidden or personal agendas become known?
* What role(s) do hidden and personal agendas play in decision making for the board?

Systems and Procedures

* How are board members nominated and selected for board membership?
* What type of orientation takes place for new members?
* How are new members integrated into the organization?
* What materials are given to new members?
* What is the time commitment necessary to be an effective board member?
* Do board members attend meetings, workshops, etc. outside of the organization? If so, who attends these meetings?
* How are committee and ad hoc group leaders chosen?
* What is the role of the board chair?
* Does the board use a system for rotating board members off the board? Are there staggered terms?
* Do former board members play a role in the organization? If so, what is (are) their role(s)?
* Are exit interviews conducted with board members who resign or rotate off the board?
* Does the board evaluate individual board members’ participation?
* Are board members ever terminated by the organization? If so, under what circumstances?
1. This tool will be very useful when combined with a review of board functions and responsibilities. [↑](#footnote-ref-1)