

2011 Professional Development Needs Assessment Results				
by Employee Category				
Cross Tab Report				
Response Status: 85 Completes 9 Partials				
Survey Conducted April 2011				
I work primarily on the:				
	Total*	I am:		
		Faculty	Classified Staff	Administrator
	94	37	49	9
Kentfield Campus	75	32	36	8
	79.80%	86.50%	73.50%	88.90%
IVC Campus	22	7	14	1
	23.40%	18.90%	28.60%	11.10%
Which delivery formats are most effective in providing you with professional development? (Please select 1 - 4 you most prefer.)				
	Total*	I am:		
		Faculty	Classified Staff	Administrator
	92	37	48	8
Workshops	75	29	41	6
	81.50%	78.40%	85.40%	75.00%
Information on the Internet	25	14	9	2
	27.20%	37.80%	18.80%	25.00%
Online courses	25	12	13	0
	27.20%	32.40%	27.10%	0.00%
Online training modules that can be accessed anytime	51	21	27	3
	55.40%	56.80%	56.30%	37.50%
Webinars (Live instructor-led online workshops such as @One Desktop Seminars)	17	4	10	3
	18.50%	10.80%	20.80%	37.50%
Speakers	29	15	14	1
	31.50%	40.50%	29.20%	12.50%
Tips by email	17	7	9	1
	18.50%	18.90%	18.80%	12.50%
Discussion groups	17	8	8	1
	18.50%	21.60%	16.70%	12.50%
Informal Brown Bag Lunches	22	6	15	2
	23.90%	16.20%	31.30%	25.00%
Newsletters	7	2	5	0
	7.60%	5.40%	10.40%	0.00%
Books/CDs/DVDs	11	1	10	0

	12.00%	2.70%	20.80%	0.00%
Peer Coaching	25	10	14	1
	27.20%	27.00%	29.20%	12.50%
Other, please specify	7	2	4	1
	7.60%	5.40%	8.30%	12.50%

What times during the semester are best for you to attend on-campus workshops? (Check all that apply)

	Total*	I am:		
		Faculty	Classified Staff	Administrator
	88	34	47	8
Beginning of semester (weeks 1-6)	19	13	6	1
	21.60%	38.20%	12.80%	12.50%
Middle of semester (weeks 7-12)	27	7	18	2
	30.70%	20.60%	38.30%	25.00%
End of semester (weeks 8-18)	9	5	4	0
	10.20%	14.70%	8.50%	0.00%
During semester breaks (Winter, Spring)	37	14	17	6
	42.00%	41.20%	36.20%	75.00%
During the summer break	35	13	17	5
	39.80%	38.20%	36.20%	62.50%
All of the above	13	3	8	2
	14.80%	8.80%	17.00%	25.00%

What days of the week are best for you to attend training? (Check all that apply.)

	Total*	I am:		
		Faculty	Classified Staff	Administrator
	87	34	46	8
Monday	26	7	15	4
	29.90%	20.60%	32.60%	50.00%
Tuesday	35	8	28	0
	40.20%	23.50%	60.90%	0.00%
Wednesday	35	9	26	0
	40.20%	26.50%	56.50%	0.00%
Thursday	45	14	31	1
	51.70%	41.20%	67.40%	12.50%
Friday	62	24	31	8
	71.30%	70.60%	67.40%	100.00%

What times are best for you to attend professional development activities?

	Total*	I am:		
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		Faculty	Classified Staff	Administrator
	88	34	47	8
Mornings (8:30-12:00)	34	11	21	3
	38.60%	32.40%	44.70%	37.50%
Early Afternoon (12:30-2:30)	35	8	25	3
	39.80%	23.50%	53.20%	37.50%
Late afternoon (2:30-4:30)	29	10	16	3
	33.00%	29.40%	34.00%	37.50%
Friday Morning (9:00-12:00)	39	15	19	5
	44.30%	44.10%	40.40%	62.50%
Friday Afternoon (1:00-4:00)	29	14	12	3
	33.00%	41.20%	25.50%	37.50%

Teaching and Learning The following activities are clustered under the subject "Teaching and Learning" although they may overlap into other areas. Please indicate the workshops you would be most interested in attending:

	Total*	I am:		
		Faculty	Classified Staff	Administrator
	70	34	29	8
Developing and Implementing SLOs on the Course Level	11	7	2	2
	15.70%	20.60%	6.90%	25.00%
Developing and Implementing SLOs on the Program Level	8	4	1	3
	11.40%	11.80%	3.40%	37.50%
Developing and Implementing College-wide SLOs for General Education	5	1	1	3
	7.10%	2.90%	3.40%	37.50%
Testing and Assessment Techniques	20	15	4	2
	28.60%	44.10%	13.80%	25.00%
Strategies that Build Student Success	27	19	7	2
	38.60%	55.90%	24.10%	25.00%
Curriculum Committee Template for Developing/Revising a Course	14	8	4	2
	20.00%	23.50%	13.80%	25.00%
Using the Library to Support Instruction	12	7	4	1
	17.10%	20.60%	13.80%	12.50%
Strategies to Meet the Needs of ESL Students in Credit Classes	12	11	1	0
	17.10%	32.40%	3.40%	0.00%
Recognizing a Learning Disability and Referring Appropriately	14	8	6	1
	20.00%	23.50%	20.70%	12.50%
Strategies for Teaching Under-prepared Students	16	15	2	0
	22.90%	44.10%	6.90%	0.00%
Working with Diverse Student Populations	18	8	10	0
	25.70%	23.50%	34.50%	0.00%
Retention Factors - What the Research Shows	22	15	6	2
	31.40%	44.10%	20.70%	25.00%
Incorporating Critical Thinking and Problem-solving into Classroom Activities	12	12	0	0
	17.10%	35.30%	0.00%	0.00%
Other, please specify	7	1	5	1
	10.00%	2.90%	17.20%	12.50%

Distance Education The following activities are clustered under the subject "Distance Education" although they may overlap into other areas. Please indicate the workshops you would be most interested in attending:

	Total*	I am:		
		Faculty	Classified Staff	Administrator
	54	26	25	4
Instructional Design: Best Practices in Distance Education Pedagogy	12 22.20%	5 19.20%	6 24.00%	2 50.00%
Developing a Stand-alone Online Course Using Moodle	19 35.20%	9 34.60%	9 36.00%	1 25.00%
Developing a Hybrid Course Using Moodle	19 35.20%	13 50.00%	4 16.00%	2 50.00%
Using Moodle to Supplement Traditional Classes	27 50.00%	17 65.40%	7 28.00%	3 75.00%
Techniques to Build Community in an Online Class	11 20.40%	7 26.90%	4 16.00%	0 0.00%
Developing Learning Objects for Online Courses	11 20.40%	5 19.20%	7 28.00%	0 0.00%
Introduction to Podcasting	22 40.70%	10 38.50%	11 44.00%	1 25.00%
Other, please specify	8 14.80%	3 11.50%	5 20.00%	0 0.00%

Technology The following activities are clustered under the subject "Technology" although they may overlap into other areas. Please indicate the workshops you would be most interested in attending:

	Total*	I am:		
		Faculty	Classified Staff	Administrator
	82	31	46	6
Intermediate Word 2007	22 26.80%	8 25.80%	13 28.30%	1 16.70%
Word Tips and Tricks	24 29.30%	7 22.60%	17 37.00%	0 0.00%
Beginning Excel 2007	22 26.80%	6 19.40%	16 34.80%	0 0.00%
Intermediate Excel 2007	30 36.60%	9 29.00%	18 39.10%	3 50.00%
Using Excel to Track Student Grades	14 17.10%	10 32.30%	3 6.50%	2 33.30%
Outlook - Managing and archiving email, creating distribution lists	20 24.40%	7 22.60%	12 26.10%	1 16.70%
Outlook - Using the calendar, contacts and to-do lists	20 24.40%	4 12.90%	13 28.30%	3 50.00%
PowerPoint for Beginners	20	6	14	0

PowerPoint for Beginners	24	19.40%	30.40%	0.00%
PowerPoint - Intermediate (integrating graphics, audio,video)	27	12	13	2
	32.90%	38.70%	28.30%	33.30%
Creating Interactive Forms with Adobe Acrobat	36	12	23	2
	43.90%	38.70%	50.00%	33.30%
Best Practices to Maintain Security and Data	24	6	17	1
	29.30%	19.40%	37.00%	16.70%
Basic Workstation Ergonomics	25	3	20	2
	30.50%	9.70%	43.50%	33.30%
Windows File Management	19	6	12	1
	23.20%	19.40%	26.10%	16.70%
College Network Overview: Access, Security, Back-ups, Virus Protection etc.	29	5	23	1
	35.40%	16.10%	50.00%	16.70%
Other, please specify	12	4	7	1
	14.60%	12.90%	15.20%	16.70%

Student Services The following activities are clustered under the subject "Student Services" although they may overlap into other areas. Please indicate the workshops you would be most interested in attending:

	Total*	I am:		
		Faculty	Classified Staff	Administrator
	62	27	31	5
Strategies for Dealing with Disruptive Students/Individuals	24	7	15	2
	38.70%	25.90%	48.40%	40.00%
Student Discipline Process: What to do? When to refer?	20	8	9	3
	32.30%	29.60%	29.00%	60.00%
Walk a Mile in Our Student's Shoes: Overview of Services Provided to Students	20	6	13	1
	32.30%	22.20%	41.90%	20.00%
When to Ask for Help for a Student in Crisis	15	6	9	0
	24.20%	22.20%	29.00%	0.00%
Understanding the Petition to the Academic Standards Committee	10	3	5	2
	16.10%	11.10%	16.10%	40.00%
The Role of the Counseling Department and the Services they Provide to Students	29	14	16	0
	46.80%	51.90%	51.60%	0.00%

Institutional/General The following activities are clustered under the subject "Institutional/General" although they may overlap into other areas. Please indicate the workshops you would be most interested in attending:

	Total*	I am:		
		Faculty	Classified Staff	Administrator
	83	32	46	6
How to Access and Use Institutional Research Data	32	13	14	5
	38.60%	40.60%	30.40%	83.30%
Who are our Students: Demographics, Success, Retention Rates	20	12	7	2
	24.10%	37.50%	15.20%	33.30%

Using Program Review to Get Resources	14	6	7	1
	16.90%	18.80%	15.20%	16.70%
Banner Fiscal Services Module User Training	15	6	8	1
	18.10%	18.80%	17.40%	16.70%
Banner Student Services Module User Training	23	8	15	1
	27.70%	25.00%	32.60%	16.70%
Emergency/Disaster Preparedness Training	29	10	17	2
	34.90%	31.30%	37.00%	33.30%
CPR	31	10	20	1
	37.30%	31.30%	43.50%	16.70%
First Aid	22	3	18	1
	26.50%	9.40%	39.10%	16.70%
Blood Borne Pathogens Training	7	2	5	0
	8.40%	6.30%	10.90%	0.00%
Health & Wellness	28	6	21	1
	33.70%	18.80%	45.70%	16.70%
Harassment and Discrimination Training	9	0	9	0
	10.80%	0.00%	19.60%	0.00%
Conflict Resolution Techniques	33	8	25	0
	39.80%	25.00%	54.30%	0.00%
Overview of the Participatory Governance System	12	2	9	1
	14.50%	6.30%	19.60%	16.70%
Grant Writing	26	15	10	2
	31.30%	46.90%	21.70%	33.30%
Other, please specify	2	0	2	0
	2.40%	0.00%	4.30%	0.00%

How many professional development activities did you attend during the past year? Please consider Flex activities, software training, conferences, off-campus workshops, online workshops, mandated training etc.

	Total*	I am:		
		Faculty	Classified Staff	Administrator
	81	34	40	8
0	13	3	9	1
	16.00%	8.80%	22.50%	12.50%
3-Jan	51	23	25	4
	63.00%	67.60%	62.50%	50.00%
6-Apr	13	5	5	3
	16.00%	14.70%	12.50%	37.50%
10-Jul	0	0	0	0
	0.00%	0.00%	0.00%	0.00%
More than 10	4	3	1	0
	4.90%	8.80%	2.50%	0.00%

If you haven't attended any professional development activities this year, why not?

	Total*	I am:		

