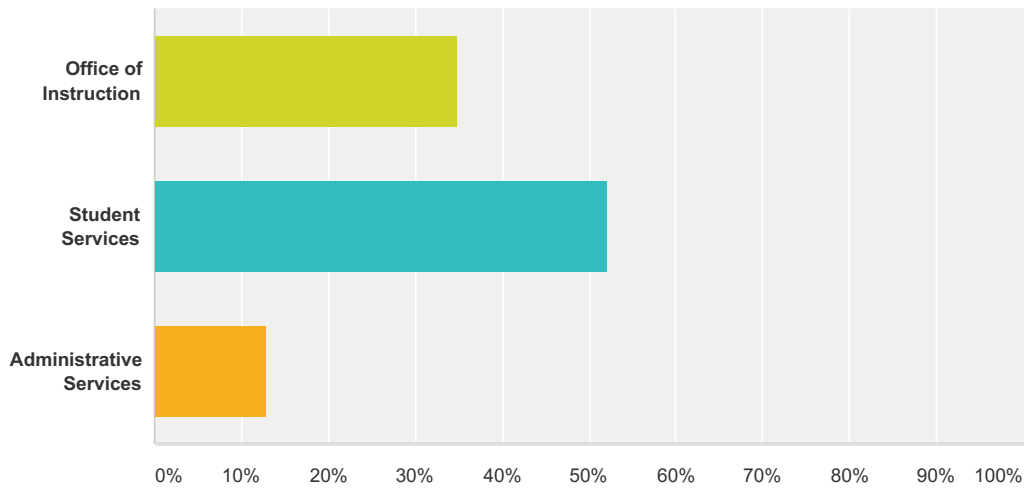


Q1 Please indicate the division in which you work.

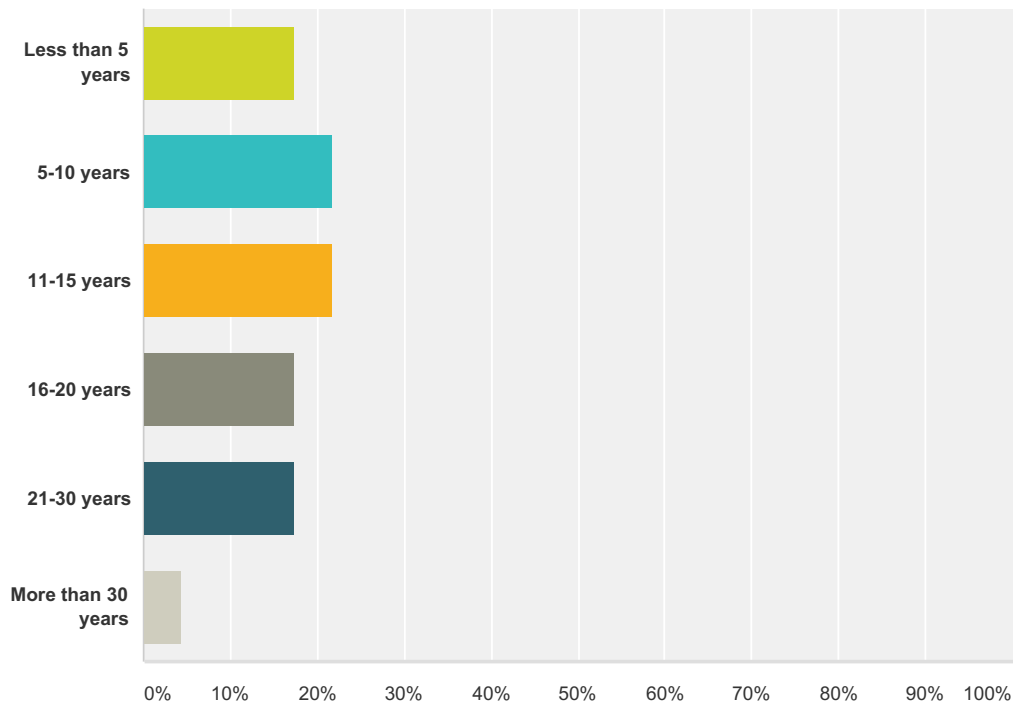
Answered: 23 Skipped: 0



Answer Choices	Responses
Office of Instruction	34.78% 8
Student Services	52.17% 12
Administrative Services	13.04% 3
Total	23

Q2 How long have you worked at Cuyamaca College?

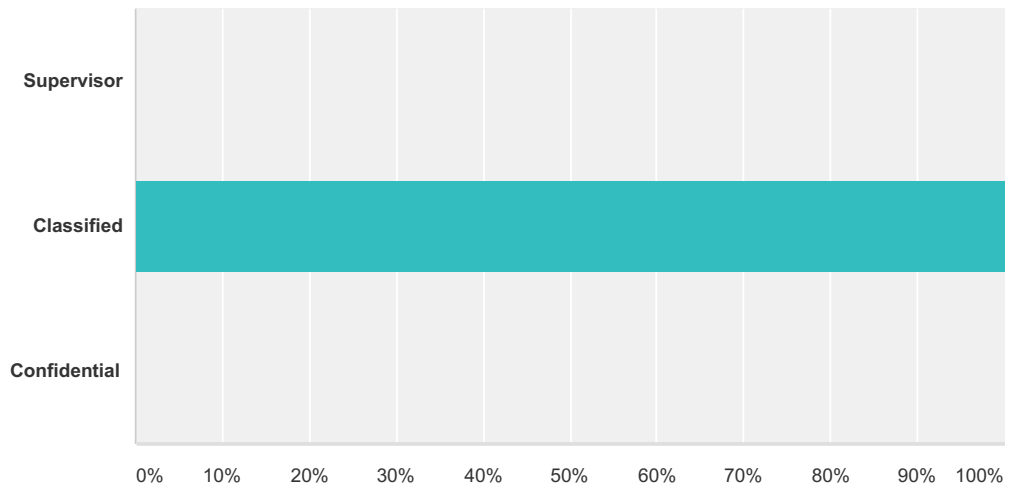
Answered: 23 Skipped: 0



Answer Choices	Responses
Less than 5 years	17.39% 4
5-10 years	21.74% 5
11-15 years	21.74% 5
16-20 years	17.39% 4
21-30 years	17.39% 4
More than 30 years	4.35% 1
Total	23

Q3 Which of the following describes your position at Cuyamaca College?

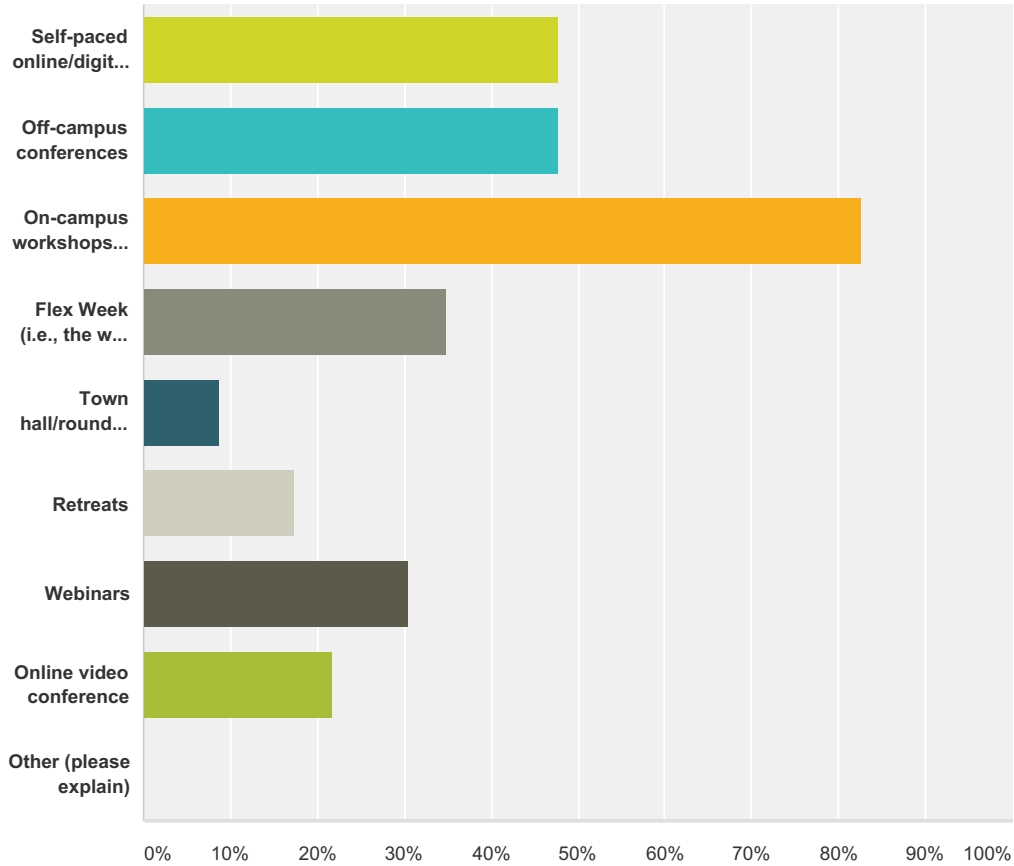
Answered: 23 Skipped: 0



Answer Choices	Responses
Supervisor	0.00% 0
Classified	100.00% 23
Confidential	0.00% 0
Total	23

Q4 Please indicate your preferred delivery method(s) for professional development. Check all that apply.

Answered: 23 Skipped: 0



Answer Choices	Responses
Self-paced online/digital (e.g., Lynda.com, CORA)	47.83% 11
Off-campus conferences	47.83% 11
On-campus workshops throughout the semester	82.61% 19
Flex Week (i.e., the week prior to the beginning of each semester)	34.78% 8
Town hall/round table format	8.70% 2
Retreats	17.39% 4
Webinars	30.43% 7
Online video conference	21.74% 5
Other (please explain)	0.00% 0
Total Respondents: 23	

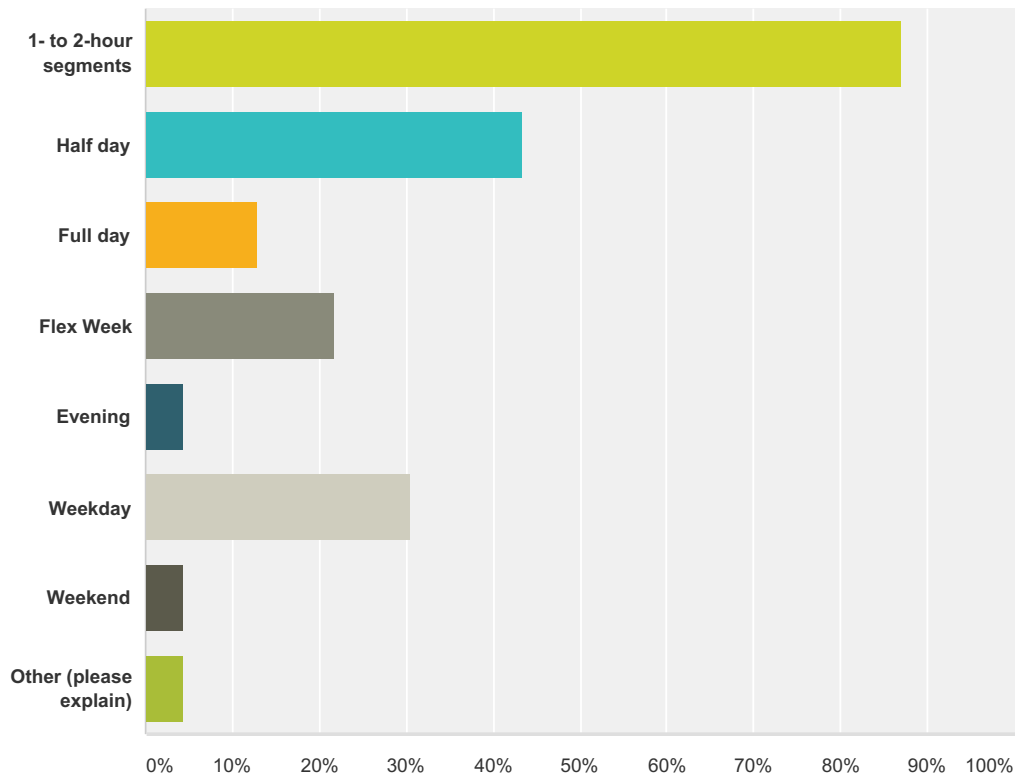
#	Other (please explain)	Date
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Classified/Supervisory Staff Professional Development Needs Assessment Spring 2017

There are no responses.

Q5 Which training times do you prefer? Please check all that apply.

Answered: 23 Skipped: 0



Answer Choices	Responses
1- to 2-hour segments	86.96% 20
Half day	43.48% 10
Full day	13.04% 3
Flex Week	21.74% 5
Evening	4.35% 1
Weekday	30.43% 7
Weekend	4.35% 1
Other (please explain)	4.35% 1
Total Respondents: 23	

#	Other (please explain)	Date
1	for off campus conferences 2 to 3 days max	5/12/2017 12:56 AM

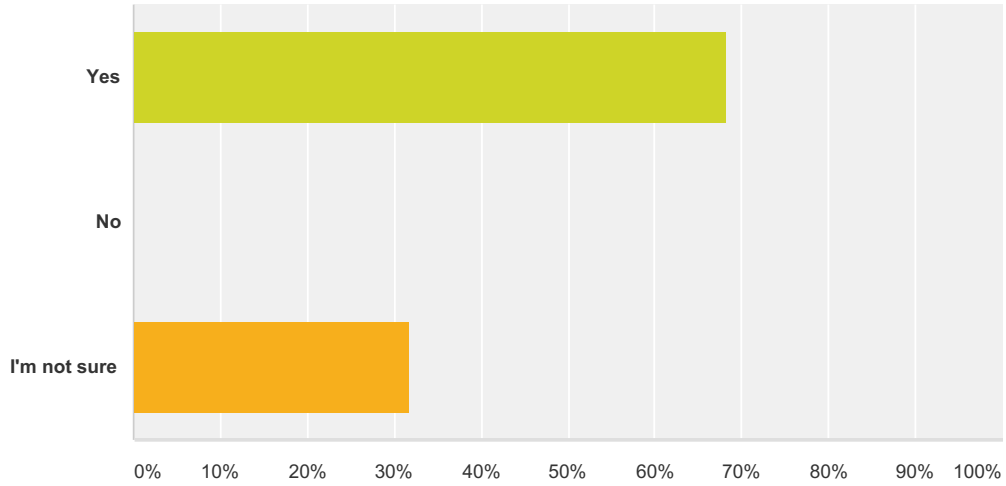
Q6 What does professional development mean to you?

Answered: 16 Skipped: 7

#	Responses	Date
1	learn something to do my job better	5/18/2017 8:33 AM
2	It's a way to refresh your knowledge and get motivated to improve your skills and enhance your role in the college.	5/18/2017 12:56 AM
3	extra work on my part	5/15/2017 6:07 AM
4	Learning new skills that will improve employee effectiveness and job satisfaction.	5/15/2017 1:54 AM
5	Receiving information and/or training in areas that can add to my professional development in my position at Cuyamaca.	5/15/2017 1:35 AM
6	Learning something that will help me grow professionally, whether it be in increasing my job performance, advancing my career, or interact with others more successfully.	5/12/2017 1:16 AM
7	Increasing my knowledge of my area of responsibility and obtaining information from colleagues/presenters regarding different/better/alternative ways to accomplish tasks, inform students and document situations.	5/12/2017 1:00 AM
8	That I will learn how to better serve students in my area.	5/12/2017 12:58 AM
9	just a different kind of work related activity	5/11/2017 11:32 PM
10	It means enhancing my skills in the workplace in regards to technology, professional skills, and personal development. It includes educating us on initiatives, college-wide planning and accreditation.	5/11/2017 8:38 AM
11	In education, the term professional development may be used in reference to a wide variety of specialized training, formal education, or advanced professional learning intended to help administrators, teachers, and other educators improve their professional knowledge, competence, skill, and effectiveness.	5/11/2017 8:31 AM
12	Opportunity to learn	5/11/2017 8:24 AM
13	It means expanding my knowledge and personal growth. It would be nice to have mini workshops like excel refreshers, and other information that would help to serve the students even more efficiently.	5/11/2017 8:15 AM
14	Expanding your knowledge and competence in your professional field	5/11/2017 8:13 AM
15	A time to learn new skills or to enhance the skills we have.	5/11/2017 8:02 AM
16	It means keeping up to date on current research and trends	5/11/2017 7:54 AM

Q7 Do you have support from your supervisor to participate in professional development activities?

Answered: 22 Skipped: 1



Answer Choices	Responses	
Yes	68.18%	15
No	0.00%	0
I'm not sure	31.82%	7
Total		22

Q8 If you selected "No" or "I'm not sure" for question #7, please explain your response.

Answered: 6 Skipped: 17

#	Responses	Date
1	There's not always time for Professional Development because in my position we have to respond to classroom issues that could arise at any moment. Professional Development doesn't seem to be a high priority in our department.	5/18/2017 12:56 AM
2	have not asked about it.	5/15/2017 6:07 AM
3	We are supported, but it also depends on coverage in our area. If someone is out sick or on vacation, we have trouble with coverage.	5/12/2017 12:58 AM
4	Sometimes, sometimes not. It depends on coverage in the office.	5/11/2017 8:38 AM
5	It depends on the coverage we have here at the office if I can go or not.	5/11/2017 8:15 AM
6	support if it involves no money and I can do it on my own time	5/11/2017 8:13 AM

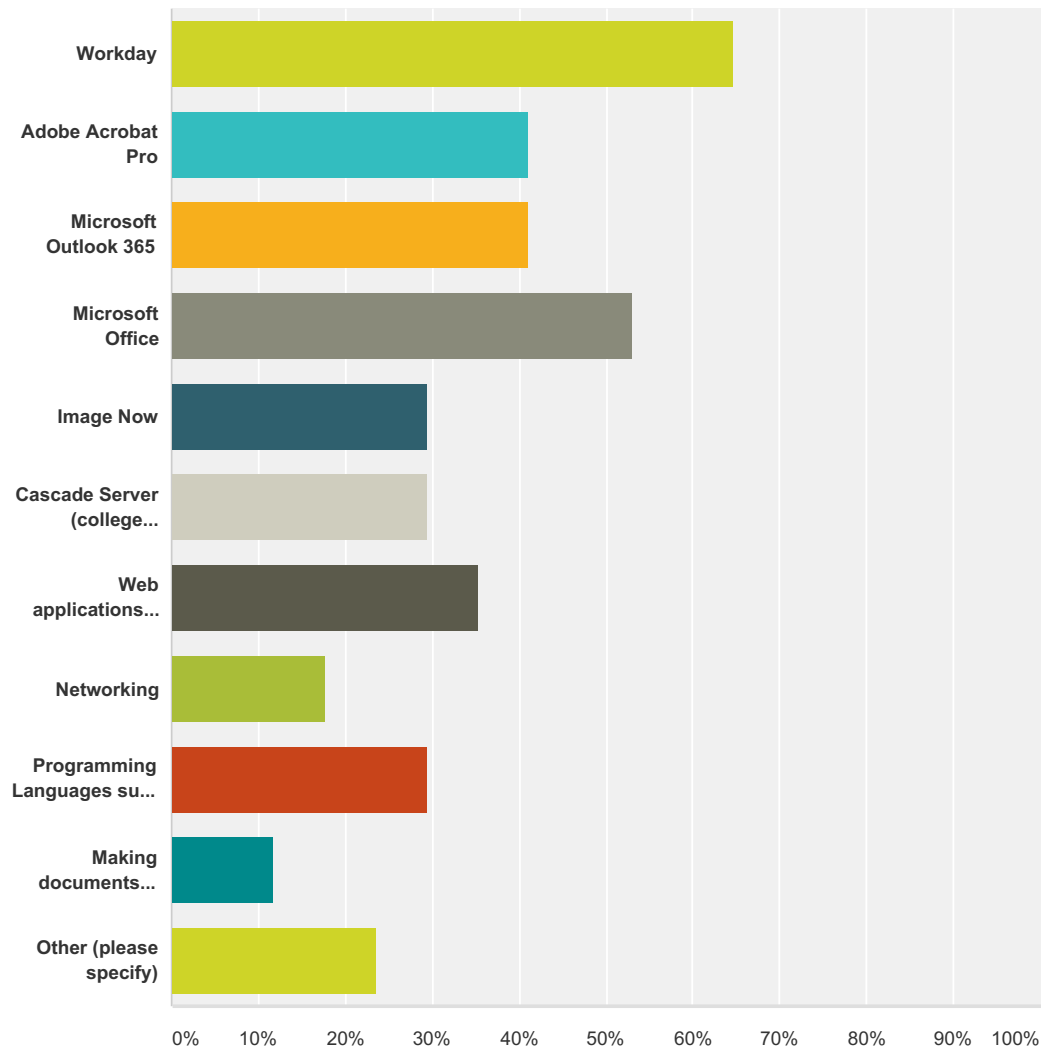
Q9 If applicable, list some obstacles that you encounter when attempting to participate in professional development.

Answered: 14 Skipped: 9

#	Responses	Date
1	no classes apply to me since i work for business services, manual labor	5/18/2017 8:33 AM
2	It's not always easy to coordinate coverage while attending the professional development workshops	5/18/2017 12:56 AM
3	time conflict	5/15/2017 6:07 AM
4	If it is offered during peak student traffic times (SS), it is hard to get away.	5/15/2017 1:35 AM
5	Timing is probably the biggest obstacle. Also, there has never been much comment from our supervisor encouraging us to attend. I almost feel like I am being a nuisance to ask if I can attend. Not because we are being discouraged but I just do not want to feel like I am asking to leave my office all the time. That's the main reason I do not attend.	5/12/2017 1:16 AM
6	Balancing in-office workload with timing of professional development on campus is an obstacle. Usually, the week before classes begin is the time when a lot of professional development is offered and it is the time when my office has the greatest volume of work. That is why the more expensive off campus professional development is sometimes a better alternative.	5/12/2017 1:00 AM
7	Coverage is the biggest obstacle in our area. Another would be the time and place. If it's off campus, or late in the day, these would be hard to make.	5/12/2017 12:58 AM
8	Lack of time, coverage in the office, workload.	5/11/2017 8:38 AM
9	Coverage for daily duties.	5/11/2017 8:31 AM
10	Student issues	5/11/2017 8:24 AM
11	It usually has to do with coverage and a lot of times things are scheduled when we are our busiest like the week before school and the week of school, or when registration starts it is hard to get away.	5/11/2017 8:15 AM
12	I have to pay. I have to do it on the weekend or evening. I have to use my car to go to off campus activities (gas & wear and tear) with no reimbursement. During weekdays for on campus activities, then no one to cover my desk so I can't go, or I am made to feel guilty for leaving my desk. If I get to go, I am made to feel like I am getting a special privilege and it is held over my head.	5/11/2017 8:13 AM
13	Having coverage for my area or conflicting with scheduled projects.	5/11/2017 8:02 AM
14	We don't have enough staff to cover events when someone is out for professional development	5/11/2017 7:54 AM

Q10 Technology (please check all that apply)

Answered: 17 Skipped: 6



Answer Choices	Responses	Count
Workday	64.71%	11
Adobe Acrobat Pro	41.18%	7
Microsoft Outlook 365	41.18%	7
Microsoft Office	52.94%	9
Image Now	29.41%	5
Cascade Server (college website software)	29.41%	5
Web applications such as HTML-5 and CSS	35.29%	6
Networking	17.65%	3
Programming Languages such as C++ and JavaScript	29.41%	5

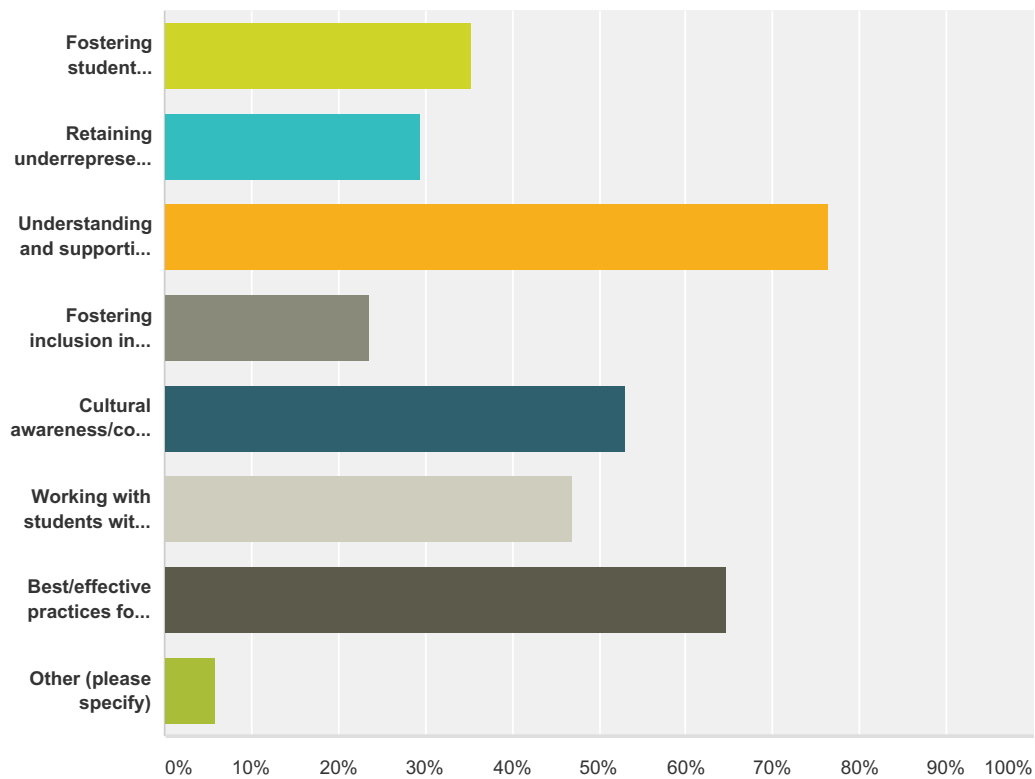
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Making documents accessible	11.76%	2
Other (please specify)	23.53%	4
Total Respondents: 17		

#	Other (please specify)	Date
1	learn more about apple product like ipad, macbooks, mac	5/18/2017 8:36 AM
2	Cadd classes	5/15/2017 6:11 AM
3	Colleague/Ellucian	5/11/2017 8:47 AM
4	Adobe applications	5/11/2017 8:05 AM

Q11 Student Equity, Validation, and Engagement (please check all that apply)

Answered: 17 Skipped: 6

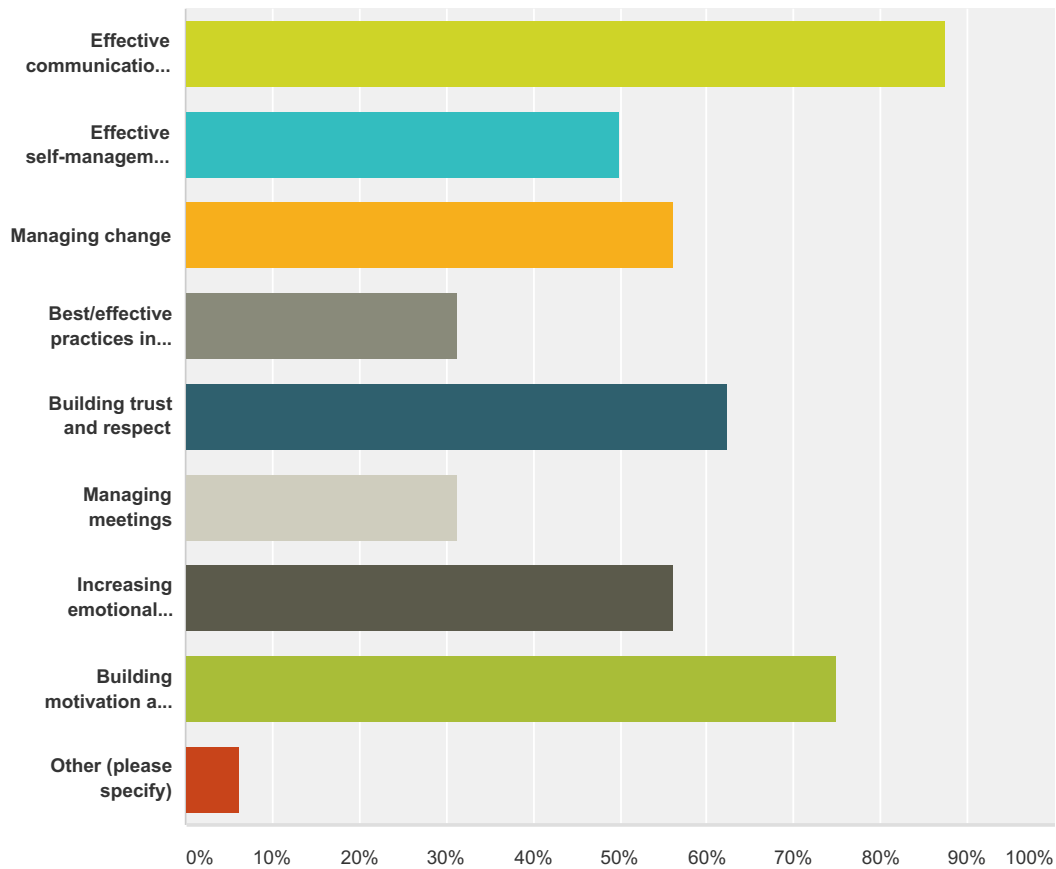


Answer Choices	Responses
Fostering student validation and engagement	35.29% 6
Retaining underrepresented students	29.41% 5
Understanding and supporting students with disabilities	76.47% 13
Fostering inclusion in the workplace	23.53% 4
Cultural awareness/competency	52.94% 9
Working with students with limited English language skills	47.06% 8
Best/effective practices for helping the distressed or angry student	64.71% 11
Other (please specify)	5.88% 1
Total Respondents: 17	

#	Other (please specify)	Date
1	More initiative education-Equity, SSSP, Basic Skills	5/11/2017 8:47 AM

Q12 Leadership (please check all that apply)

Answered: 16 Skipped: 7

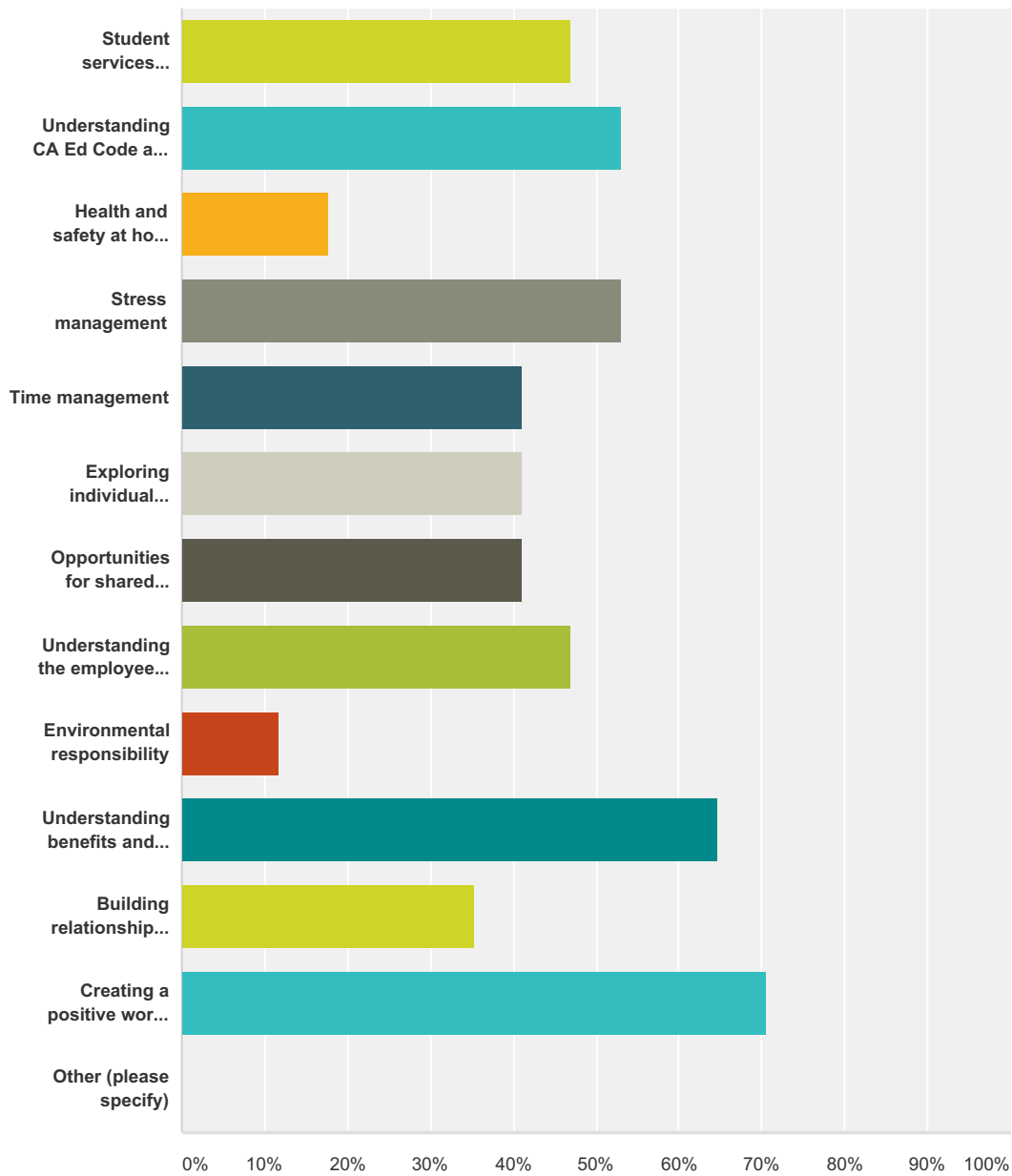


Answer Choices	Responses
Effective communication/challenging conversations	87.50% 14
Effective self-management and delegation	50.00% 8
Managing change	56.25% 9
Best/effective practices in conducting performance evaluations	31.25% 5
Building trust and respect	62.50% 10
Managing meetings	31.25% 5
Increasing emotional intelligence to improve team effectiveness	56.25% 9
Building motivation and morale in the workplace	75.00% 12
Other (please specify)	6.25% 1
Total Respondents: 16	

#	Other (please specify)	Date
1	I would like to see one of the two supervisors take some of above.	5/12/2017 1:03 AM

Q13 Professional Issues (please check all that apply)

Answered: 17 Skipped: 6



Answer Choices	Responses	Count
Student services available on campus that address student needs	47.06%	8
Understanding CA Ed Code and Title 5	52.94%	9
Health and safety at home and in the workplace	17.65%	3
Stress management	52.94%	9
Time management	41.18%	7

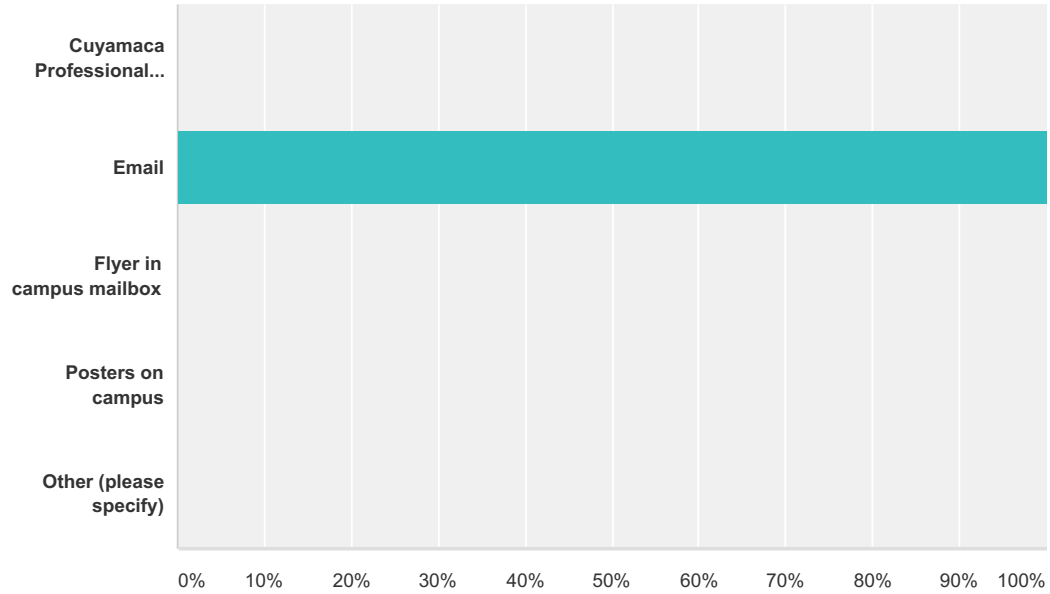
Classified/Supervisory Staff Professional Development Needs Assessment Spring 2017

Exploring individual activities for professional development	41.18%	7
Opportunities for shared governance and campus involvement	41.18%	7
Understanding the employee contract	47.06%	8
Environmental responsibility	11.76%	2
Understanding benefits and retirement	64.71%	11
Building relationships in the workplace	35.29%	6
Creating a positive work environment	70.59%	12
Other (please specify)	0.00%	0
Total Respondents: 17		

#	Other (please specify)	Date
	There are no responses.	

Q14 What is your preferred way to receive information about upcoming programs, events, and materials?

Answered: 19 Skipped: 4



Answer Choices	Responses
Cuyamaca Professional Development website	0.00% 0
Email	100.00% 19
Flyer in campus mailbox	0.00% 0
Posters on campus	0.00% 0
Other (please specify)	0.00% 0
Total	19

#	Other (please specify)	Date
	There are no responses.	

Q15 What other professional development would you like offered?

Answered: 6 Skipped: 17

#	Responses	Date
1	i don't know	5/18/2017 8:37 AM
2	I would like more training from Extron Electronics	5/18/2017 12:59 AM
3	Leadership Skills and Inter-departmental Engagement Events (opportunities to learn was other departments do).	5/12/2017 1:20 AM
4	Friday afternoons, Department based professional development tailored to each student services department. Possibly rotating between departments? To address actual work issues within the department and find ways to actually change.	5/12/2017 1:06 AM
5	Self help workshops, gentle yoga, meditation....etc.	5/12/2017 1:06 AM
6	I would like to see opportunities for Classified staff to attend conferences.	5/11/2017 8:30 AM

Q16 If you can suggest potential speakers or facilitators (on or off campus) for professional development offerings, please provide their names, institutions, and areas of expertise.

Answered: 1 Skipped: 22

Answer Choices	Responses
Suggestion 1 - Name:	100.00% 1
Suggestion 1 - Institution:	100.00% 1
Suggestion 1 - Area(s) of expertise:	100.00% 1
Suggestion 2 - Name:	0.00% 0
Suggestion 2 - Institution:	0.00% 0
Suggestion 2 - Area(s) of expertise:	0.00% 0
Suggestion 3 - Name:	0.00% 0
Suggestion 3 - Institution:	0.00% 0
Suggestion 3 - Area(s) of expertise:	0.00% 0

#	Suggestion 1 - Name:	Date
1	@one courses	5/11/2017 8:30 AM
#	Suggestion 1 - Institution:	Date
1	online	5/11/2017 8:30 AM
#	Suggestion 1 - Area(s) of expertise:	Date
1	Teaching and learning	5/11/2017 8:30 AM
#	Suggestion 2 - Name:	Date
	There are no responses.	
#	Suggestion 2 - Institution:	Date
	There are no responses.	
#	Suggestion 2 - Area(s) of expertise:	Date
	There are no responses.	
#	Suggestion 3 - Name:	Date
	There are no responses.	
#	Suggestion 3 - Institution:	Date
	There are no responses.	
#	Suggestion 3 - Area(s) of expertise:	Date
	There are no responses.	