Districtwide Professional Development Survey

SurveyMonkey

1. TECHNOLOGY Outcome: Use technology effectively in the classroom and throughout the institution

		Response Percent	Response Count
Datatel/Colleague (Specify in Question 2)		23.4%	11
Microsoft Office (Specify in Question 3)		40.4%	19
Insite Portal (basic structure, instructional use, managing committees/groups/projects/permissions, etc.)		38.3%	18
WebAdvisor		8.5%	4
SQL Reporting Services (College reports/data sources)		29.8%	14
SharePoint or other web site applications such as Contribute		21.3%	10
Desire 2 Learn (D2L) learning management system		**44.7%**	**21**
CCC Confer		25.5%	12
Instructional Technology (using multi-media, social networks, profcasting, lecture capture and closed captioning, Smart rooms, clickers, etc.)		34.0%	16
Network phone/email system		17.0%	8
Additional applications (Adobe, Google Docs, etc.)		27.7%	13
Based on your selections above, specifically, what topics should be covered in the training?			22
		answered question	**47**
		skipped question	**1**

2. If you selected Datatel Colleague training above, please indicate which module(s) you would like to receive training on.

		Response Percent	Response Count
HR module		38.5%	5
Financial module		38.5%	5
Purchasing module		15.4%	2
Student module		**61.5%**	**8**
Based on your selections above, specifically, what topics should be covered in the training?			6

answered question	**13**
skipped question	**35**
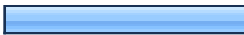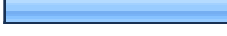
3. If you selected Microsoft Office training above, please indicate the applications you would like to receive training on.

	Basic Techniques	Advanced Topics	Rating Count
Office 365 (Web Apps/SkyDrive)	**77.8% (7)**	22.2% (2)	9
Outlook-Email	45.5% (5)	**54.5% (6)**	11
Outlook-Calendar	**71.4% (10)**	28.6% (4)	14
Excel	**60.0% (9)**	40.0% (6)	15
Word	16.7% (2)	**83.3% (10)**	12
PowerPoint	40.0% (4)	**60.0% (6)**	10
Access	**62.5% (5)**	37.5% (3)	8
Publisher	**57.1% (4)**	42.9% (3)	7
OneNote	**80.0% (8)**	20.0% (2)	10
Based on your selections above, specifically, what topics should be covered in the training?			6
		answered question	**22**
		skipped question	**26**

4. TEACHING & LEARNING Outcome: Use instructional and organizational models that are research-based and grounded in sound theoretical frameworks and good practice

		Response Percent	Response Count
Designing effective learning communities		25.6%	10
Project based learning/active learning		23.1%	9
Instructional and curriculum design		28.2%	11
Culturally relevant pedagogy		38.5%	15
Teaching underprepared students		35.9%	14
Effective grading and assessment of student learning		30.8%	12
Pedagogy for online learning		35.9%	14
Student learning outcomes		23.1%	9
Communications skills building		28.2%	11
Collaboration and engagement		30.8%	12
Goal setting and prioritization		28.2%	11
Crisis intervention		28.2%	11
Classroom management		20.5%	8
Equity issues (skills preparation, early interventions, student retention and success)		**41.0%**	**16**
Mentoring		25.6%	10
Accessing data for curriculum assessment, student learning outcomes, and program review		33.3%	13
Based on your selections above, specifically, what topics should be covered in the training?			13
	answered question		**39**
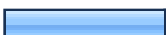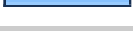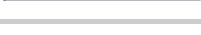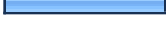
5. KNOWLEDGE & SKILLS Outcome: Be knowledgeable about the District and your own college including organizational structure, decision making roles, and policies and procedures

		Response Percent	Response Count
Effective leadership skills		**31.6%**	**12**
Effective management/supervisory skills		26.3%	10
Team building		23.7%	9
Public speaking		23.7%	9
Customer service		10.5%	4
Meeting facilitation and participation		18.4%	7
Time management		26.3%	10
Collaboration and engagement		23.7%	9
Conflict resolution		26.3%	10
Writing, editing and proofreading		7.9%	3
Employee evaluation process		7.9%	3
Hiring procedures		18.4%	7
District and campus resources		**31.6%**	**12**
Program/unit review		28.9%	11
Ethics		10.5%	4
Policies/procedures (i.e. purchasing guidelines, payroll/timecards, business procedures)		23.7%	9
Research and data interpretation		18.4%	7
Cultural competencies		18.4%	7
Mentoring		23.7%	9

Based on your selections above, specifically, what topics should be covered in the training? | 13

answered question	**38**
skipped question	**10**

6. HEALTH & WELLNESS & SAFETY OUTCOME: Add resources and activities that contribute to morale and well-being.

		Response Percent	Response Count
CPR/First Aid/AED Training		**59.0%**	**23**
Certified Emergency Response Team (CERT) Training		23.1%	9
Emergency preparedness		48.7%	19
STRS/PERS retirement planning		41.0%	16
Nutrition		33.3%	13
Ergonomic assessment		17.9%	7
Exercise		51.3%	20
Work-Life Balance		33.3%	13
Stress management		41.0%	16

Based on your selections above, specifically, what topics should be covered in the training? | 13

answered question	**39**
skipped question	**9**

7. What mode of training delivery works best for you? Check at least one.

		Response Percent	Response Count
In-person/lecture		36.2%	17
In-person/hands on		**68.1%**	**32**
On demand/Online		44.7%	21
Division/department level training		19.1%	9
Flex Workshops		44.7%	21
Brown Bag Sessions		14.9%	7
Other (please specify)			4

answered question	**47**
skipped question	**1**

8. What other training session topics would you like the committee to consider for next year?

	Response Count
	12
answered question	**12**
skipped question	**36**

9. How often do you participate in campus or district-wide professional development offerings?

		Response Percent	Response Count
Never (haven't participated)		4.2%	2
Seldom (once every few years)		33.3%	16
Frequently (multiple times a year)		**58.3%**	**28**
Always (whenever offered)		4.2%	2
	If never, why not?		4
	answered question		48
	skipped question		0
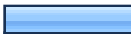
10. Overall, how satisfied are you with the professional development activities offered to you?

	Extremely dissatisfied	Somewhat dissatisfied	Neutral	Somewhat satisfied	Extremely satisfied	N/A	Rating Average
	2.1% (1)	14.6% (7)	29.2% (14)	**37.5% (18)**	12.5% (6)	4.2% (2)	3.46

If you are not satisfied, please explain why.

answered question	
skipped question	

11. Would you be interested in conducting a workshop?

		Response Percent	Response Count
Yes		19.0%	8
No		**81.0%**	**34**
If yes, what topic would you present? (Please contact your site's Professional Development Office.)			9
	answered question		42
	skipped question		6

12. With which District location are you mainly affiliated?

	Response Percent	Response Count
CCC	0.0%	0
DVC	0.0%	0
LMC	**100.0%**	**48**
SRC	0.0%	0
Brentwood Center	0.0%	0
District Office	0.0%	0
answered question		48
skipped question		0

13. To which employee group do you belong?

		Response Percent	Response Count
Classified staff		**37.5%**	**18**
Full time faculty		31.3%	15
Management/Supervisory/Confidential		12.5%	6
Part time faculty		18.8%	9
		answered question	48
		skipped question	0

14. Please provide the following optional information below only if you wish to be considered for the gift card drawing:

		Response Percent	Response Count
Name:		**100.0%**	**28**
Phone number:		**100.0%**	**28**
		answered question	28
		skipped question	20

	Page 2, Q1. TECHNOLOGY Outcome: Use technology effectively in the classroom and throughout the institution	
1	tips & strategies for using technology in the classroom. Examples of what other instructors do in the classroom--share ideas!	Nov 13, 2013 8:54 AM
2	How these technologies can support me in my work as a manager.	Nov 8, 2013 4:34 PM
3	How to navigate through InSite specifically utilizing the Accreditation areas. How to properly access and utilize the data in SQL. Desire 2 Learn is a new system to me so I would be interested in learning how to login and post items for students, also how to properly assist students who may have issues logging in.	Nov 8, 2013 1:23 PM
4	InSite Portal (Advanced topics and levels of permissions)	Nov 6, 2013 5:02 PM
5	Excel formatting How to host webinars in CCC Confer	Nov 6, 2013 4:10 PM
6	Word, making power points, finding websites that are useful to curriculum	Nov 6, 2013 3:47 PM
7	Any topics under these umbrellas could work, as long as they are practical for the things that most of us need to do, not small technical issues (how to log on, etc.) that waste a lot of time when done as a group.	Nov 6, 2013 3:35 PM
8	Update on Office 2010 ; Access, Word, Excel, Powerpoint, Publisher, Outlook	Nov 6, 2013 2:58 PM
9	Adobe populating to Excel.	Nov 6, 2013 12:46 PM
10	Contribute not Sharepoint	Nov 6, 2013 12:15 PM
11	Excel Spreadsheets	Nov 6, 2013 11:51 AM
12	A course focused on best practices to effectively use and incorporate these into fully online instruction courses.	Nov 6, 2013 10:39 AM
13	Don't know--new to me whenever it comes to LMC	Nov 6, 2013 10:31 AM
14	datatel/colleague: training for using the screens specific to my area. I've only had very minimal training in a formal setting. I've never had access to the SQL training and would need an introduction Emerging technology used on the campus like google docs, etc. would also be an introduction	Nov 6, 2013 10:25 AM
15	Since we will be going to the new phone system soon	Nov 6, 2013 10:07 AM
16	I think LMC is using D2L next semester and I have never used it before, so just an introduction to it, what tools there are for faculty and staff, and how to enter grades using it.	Nov 6, 2013 9:47 AM
17	I have heard that those of us who used to create queries in Query Builder will be given training to create and modify our own SQL reports. I would like that training.	Nov 6, 2013 9:09 AM
18	Purchasing	Nov 6, 2013 8:44 AM
19	How to use social networking sites like Twitter, to keep my class up to date, in a way that is covered legally (i.e. to make sure that I can't get in trouble and lose my job or get sued).	Nov 5, 2013 8:02 PM

Page 2, Q1. TECHNOLOGY
Outcome: Use technology effectively in the classroom and throughout the institution

20	InSite: How to create files, maintain them etc. D2L: Using the Rubric/Assessment components CCC Confer: Newest features Multi-media, etc. to enhance online courses	Nov 5, 2013 7:40 PM
21	Basic introduction to operations, plus special concerns for faculty members	Nov 5, 2013 7:17 PM
22	Student Services based (looking up transcripts, clearing students for blocked sections (LCs)	Nov 5, 2013 6:37 PM

Page 2, Q2. If you selected Datatel Colleague training above, please indicate which module(s) you would like to receive training on.

1	quick ways (short cuts) to look up information	Nov 14, 2013 10:54 AM
2	I understand that Datatel may be moving to InSite and would like more information on that for running budget reports. I would also like to be able to look up Faculty hours, rate, etc. in the futuere.	Nov 6, 2013 5:02 PM
3	What each screen means and the best way to access information	Nov 6, 2013 12:29 PM
4	How the screens operate, exporting data	Nov 6, 2013 10:25 AM
5	Purchasing	Nov 6, 2013 8:44 AM
6	Budgeting	Nov 5, 2013 6:58 PM

Page 2, Q3. If you selected Microsoft Office training above, please indicate the applications you would like to receive training on.

1	I am not that familiar with Office 365 and how it integrates with our Outlook email, network, etc. I would like some help with OneNote. I have used it but am not confident in file set up. I have used Publisher but would like to receive more training for inspiration!	Nov 6, 2013 5:02 PM
2	advanced issues - changes from 2007 to 2010	Nov 6, 2013 2:58 PM
3	Pivot tables, fillable forms	Nov 6, 2013 9:09 AM
4	How to create the calendar so it links to others calendars.	Nov 5, 2013 8:02 PM
5	Use of calendar, onenote and audio powerpoints (voice file attached)	Nov 5, 2013 7:40 PM
6	Download video from You Tube and Vimeo, convert to WMV and insert into ppt slide.	Nov 5, 2013 6:43 PM

1	specific examples--share ideas of what is working for other instructors	Nov 13, 2013 8:54 AM
2	How to effectively and efficiently collaborate and engage students and faculty. How to best intervene during a crisis. How to access and proper usage of data for program review.	Nov 8, 2013 1:23 PM
3	All of these seem so important and necesssary for our faculty. I am hoping that the significant needs of faculty for development and training will be a priority at the district and locally and that resources will be allocated for this.	Nov 6, 2013 5:02 PM
4	I would like to hear about other instructor's project based learning ideas, also tips for teaching students who don't purchase the materials! Making curriculum more culturally relevant, getting students to collaborate orally on tasks	Nov 6, 2013 3:47 PM
5	Expanding effective networking for students and how to better utilize campus resources	Nov 6, 2013 12:29 PM
6	1) Instructional design: -Establishing good classroom time management - choosing what subjects to cover, balance lecture with other types of hands-on activities, etc. -Ways to encourage students to read their textbooks since all material cannot be discussed at length in a lecture yet may be covered in an exam. (i.e., increase student success) 2) Pedagogy for online learning: Some subjects lend themselves more effectively to online courses than others. With those subjects that are challenging to teach online, provide strategies to instructors that help them have good use of their time and efforts while also providing students with the information and assistance they need to succeed in online learning. 3) Classroom Management: Communicating with challenging students (disrespect, manipulation, etc.) and time management (as stated above in #1)	Nov 6, 2013 10:39 AM
7	Social media, suggestions for incorporating retention strategies for a diverse student population, use of technology in student learning outcomes	Nov 6, 2013 10:25 AM
8	How to acomplish this	Nov 6, 2013 10:07 AM
9	I would like to know how to reach students who are not motivated, or may have been someone who dropped out of high school and doesn't know how to be a successful college.	Nov 6, 2013 9:47 AM
10	Retention and student success strategies to better serve our students and communities in our surrounding area.	Nov 6, 2013 9:28 AM
11	How to effectively and correctly write a new COOR. How to deal with students who share about crisis' to you. In terms of what do I need to report and what are the boundaries I have when it comes to recommending counseling services. How do I access the SLO data?	Nov 5, 2013 8:02 PM
12	Same as above	Nov 5, 2013 7:17 PM
13	Contextualized basic skills for career tech pathways.	Nov 5, 2013 6:43 PM

Page 2, Q5. KNOWLEDGE & SKILLS
Outcome: Be knowledgeable about the District and your own college including organizational structure, decision making roles, and policies and procedures

1	specific examples--share ideas of what is working for other instructors. find ways to be more efficient and SAVE TIME	Nov 13, 2013 8:54 AM
2	How to effectively be a leader in given area, how to speak well in public or large forums, how to best facilitate and participate in shared governance. Develop an intricate knowledge of policies and procedures and how best to interpret data (i.e. SQL, Environmental Scan, etc.)	Nov 8, 2013 1:23 PM
3	While all of these are important, I would most like to participate in further professional development opportunities in the checked areas.	Nov 6, 2013 5:02 PM
4	How to effectivele facilitate a meeting and any challenges that arise would be a great training!	Nov 6, 2013 3:35 PM
5	Better training on campus procedures; currently there is none and it is difficult for new employees.	Nov 6, 2013 12:29 PM
6	Knowing the district's expectations of their instructors and students. Process to follow when conflict occurs Be provided a list of resources and contacts to assist students.	Nov 6, 2013 10:39 AM
7	leadership skills and engagement, how to supervise in a faculty role	Nov 6, 2013 10:25 AM
8	How often and when	Nov 6, 2013 10:07 AM
9	How can teachers get involved with mentoring?	Nov 6, 2013 9:47 AM
10	Quality techniques on how to better serve our students educational needs.	Nov 6, 2013 9:28 AM
11	principles of diversity and cultural proficiency; the value of a diverse workforce; recognizing bias; white privilege; the dimensions of culture; comparing cultural paradigms in America	Nov 6, 2013 7:22 AM
12	How do we hire new full-time faculty members?	Nov 5, 2013 8:02 PM
13	Same as above	Nov 5, 2013 7:17 PM

Page 2, Q6. HEALTH & WELLNESS & SAFETY
OUTCOME: Add resources and activities that contribute to morale and well-being.

1	I think everyone on campus should know how to provide basic CPR and use an AED. Learn how to prepare my departments and areas for a disaster (i.e. emergency kit, etc.), ensure that my desk spaces are ergonomically correct and how best to manage stress in the workplace.	Nov 8, 2013 1:23 PM
2	Again, all important. I would like to see more opportunities for employees to learn about healthy eating and have opportunities for organized exercise on campus.	Nov 6, 2013 5:02 PM
3	how to juggle full-time and part-time teaching jobs, stress management tips etc in order to help me last at the high school for 3 more years!	Nov 6, 2013 3:47 PM
4	I miss the exercise offerings that I've enjoyed in other Districts. Also, please please teach us CPR!!	Nov 6, 2013 3:35 PM
5	many of us have very sedentary jobs and it would be nice if there was a staff gym or a contract with an outside gym for staff to utilize	Nov 6, 2013 12:29 PM
6	STRS/PERS: Beginning career, mid-career, and retirement planning - easy and consistent access to representatives and local conferences. Work-Life Balance: Provide strategies to find better balance.	Nov 6, 2013 10:39 AM
7	stress management	Nov 6, 2013 10:25 AM
8	Clean eating	Nov 6, 2013 10:07 AM
9	What to eat when you work 10 hour days. How to move more in your office during that 10 hour day.	Nov 6, 2013 9:47 AM
10	How these items effect our well being within the workplace.	Nov 6, 2013 9:28 AM
11	It's time for a PERS representative to give a workshop again! I was not permitted to attend last time and it's been nearly two years.	Nov 6, 2013 9:09 AM
12	Anything about PT'ers and STRS/PERS.	Nov 5, 2013 8:02 PM
13	STRS- LMC presentation on changes to retirement	Nov 5, 2013 7:40 PM

	Page 2, Q7. What mode of training delivery works best for you? Check at least one.	
1	Can not always leave the office to attended training	Nov 14, 2013 10:54 AM
2	All of the above	Nov 6, 2013 5:02 PM
3	hands-on for learning new technology. In-person lecture to learn about retirement planning	Nov 6, 2013 3:47 PM
4	The more practical, the better! Requiring hands-on application helps me the most.	Nov 6, 2013 3:35 PM

Page 2, Q8. What other training session topics would you like the committee to consider for next year?

1	None	Nov 8, 2013 1:23 PM
2	Something about critical thinking and broadening the capacity to see beyond your own beliefs.	Nov 6, 2013 5:02 PM
3	CPR! Didn't STRS also used to have a representative come through for one-on-one meetings scheduled with Faculty? I would like to see those return as well.	Nov 6, 2013 3:35 PM
4	building academic communities to bring together at risk students with campus resources	Nov 6, 2013 12:29 PM
5	How to not only teach, but empower your students to go above and beyond both in the college and in the community.	Nov 6, 2013 9:47 AM
6	Habits of Mind	Nov 6, 2013 9:28 AM
7	There should be leadership training for the faculty who are 'leaders' on campus - to ensure they are actually supporting the faculty 'below' them and not degrading, manipulative, sexist and rude. The worst 'leadership' I have ever experienced has been at this college. It is so offensive, I actively avoid my immediate supervisor and am actively seeking comparable employment to avoid any future interactions with him.	Nov 6, 2013 5:02 AM
8	Half day seminars on options from #1	Nov 5, 2013 9:12 PM
9	Technology	Nov 5, 2013 8:03 PM
10	LGBT Issues	Nov 5, 2013 8:03 PM
11	Travel and Reimbursement	Nov 5, 2013 8:02 PM
12	Power and Privilege Workshops	Nov 5, 2013 6:37 PM

Page 2, Q9. How often do you participate in campus or district-wide professional development offerings?

1	Actually I'm in between seldom and frequently	Nov 6, 2013 3:47 PM
2	no time	Nov 6, 2013 2:58 PM
3	I'm a new employee.	Nov 6, 2013 8:44 AM
4	they are usually offered during our busy time	Nov 6, 2013 8:09 AM

Page 2, Q10. Overall, how satisfied are you with the professional development activities offered to you?

1	Too many opportunities offered while I am teaching on Fridays.	Nov 18, 2013 9:53 PM
2	There haven't been many in the past year, but when we have them, they're great!	Nov 6, 2013 9:09 AM
3	do to timing, they haven't been available.	Nov 6, 2013 8:09 AM
4	last "cultural competence" flex at LMC was about feeling good, not about cultural competence; flexes are always at the introductory level--e.g. the tech flexes should be offered at intermediate and advanced levels, too	Nov 6, 2013 7:22 AM
5	After 20 or so years, few of the items on the menu seem appetizing.	Nov 5, 2013 8:03 PM
6	PD activities could be better targeted to my needs and presented at more convenient times	Nov 5, 2013 7:17 PM
7	They don't seem to help much	Nov 5, 2013 6:58 PM
8	Satisfied (half way between extremely and somewhat) :)	Nov 5, 2013 6:43 PM

Page 2, Q11. Would you be interested in conducting a workshop?

1	Maybe when the time is right and I feel there is a compelling need for the information I have to offer.	Nov 6, 2013 5:02 PM
2	I offer FLEX workshops regularly on things related to assessment and developmental education within the English/ESL Department.	Nov 6, 2013 3:35 PM
3	networking for students and offering on/off campus resources	Nov 6, 2013 12:29 PM
4	Exercise and/or nutrition	Nov 6, 2013 11:51 AM
5	Nutrition	Nov 6, 2013 10:07 AM
6	Finance or Computer related	Nov 5, 2013 9:12 PM
7	LGBT Issues	Nov 5, 2013 8:03 PM
8	Knowledge & Skills (Public Speaking) Health & Wellness & Safety (Exercise & Nutrition)	Nov 5, 2013 8:02 PM
9	D2L	Nov 5, 2013 6:37 PM