Classified Professional Development Needs Assessment 2015 Executive Summary

Classification	Number Responses	# Employees at Mt. SAC	Participation %
Supervisor	11	11	100 %
Classified CSEA 262	98	436	22 %
Classified CSEA 651	43	104	41 %
Confidential	7	13	54 %
Total	**159**	**564**	**28 %**

POD Activities Attended in 14-15

- 28% None
- 45% 1-3
- 22% 4-6

Reasons difficult to attend POD activities

- 66% Dates/Times conflict with schedule
- 50% Too busy to attend
- 36% The topic offered was not relevant
- 34% Workload was too high

Best Training Dates

- 71% Friday
- 69% Wednesday
- 55% Thursday
- 53% Tuesday
- 53% Monday

Best Training Times

- 51% Mornings 8-10
- 49% Afternoons 11-1

Activities with Biggest Impact (Ranking)

	Overall	Supervisor	CSEA 262	CSEA 651	Confidential
Off Site C & T	2	2	4	2	1
Mt. SAC Training	3	1	3	3	2
FLEX Day		3			
PD Day Classified	4	4	2	4	
Classified Appreciation Week	1		1	1	

Perspective on Professional Development

	Supervisor	CSEA 262	CSEA 651	Confidential
Happy with Mt. SAC Training Opportunities	Disagree/Strongly Disagree	Disagree/Strongly Disagree	Disagree/Strongly Disagree	Agree/Strongly Agree
Happy with Career Development Opportunities	Disagree/Strongly Disagree	Disagree/Strongly Disagree	Disagree/Strongly Disagree	
Training has helped improved work performance				Disagree/Strongly Disagree
Interested in Training/Development opportunities	Agree/Strongly Agree	Agree/Strongly Agree	Agree/Strongly Agree	Agree/Strongly Agree
Training for Promotions/Upward Mobility	Agree/Strongly Agree	Agree/Strongly Agree	Agree/Strongly Agree	

Training Methods of Interest

- 71% PC programs, interactive videos, and web-based training programs
- 69% Traditional in person/Instructional training
- 55% Cross-training
- 53% On-the-job Training
- 47% Coaching/Mentoring

Training Needs

	Likely to Attend at Mt SAC	Needed	Direct Report Needs	Department Needs
Job skills Training	69%	35%	34%	42%
Technology Training	68%	46%	38%	42%
Leadership Development	53%	30%	38%	
Personal Wellness	53%	33%		
Health and Safety	47%			
Benefits and Retirement	47%			
Employee Motivation/Engagement	46%	25%	32%	43%
Effective Communication			36%	48%
Time Management			27%	
Effective Management & Delegation			26%	
Customer Service/Dealing with Difficult People				30%