

## Professional Development Needs Assessment for Compton College

July 2019

This Professional Development Needs Assessment survey for Compton College is designed to understand how faculty and staff view their needs to improve their performance and job fulfillment. The Assessment findings will be presented to relevant committees (e.g., Professional Development Institutional Standing Committee, Academic Senate Committee on Professional Development) and then to Consultative Council (the group that represents all constituency groups on campus). Finally, the findings from this Assessment will be provided to the new Director of Professional Development to inform professional development offerings in 2019-20 and beyond.

Your answers to this 20-30 minute survey are anonymous and will be used to ensure the college provides you the opportunity to continuously improve for student success.

	Question:	Answer choices:	Respondents:
1	Please choose your employee group:	Full-time faculty Adjunct faculty Classified staff Manager	All
2	What is your gender?	Female Male	All
3	How long have you worked at Compton College?	Less than 5 years 5-10 years 11-15 years 16-20 years 21-30 years More than 30 years	All
4	What is your area?	Administrative Services Academic Affairs Student Services Other	All
5	You have indicated that you have worked at the college for less than 5 years. What training/ content recommendations do you have to best on-board new employees? <i>Check all that apply.</i>	Orienting to the institution/culture Payroll Benefits Canvas developing professional networks MyCompton portal Banner PeopleSoft (purchasing) Planning (Annual Plan in Nuventive)	If respondent has worked at the college less than 5 years

		<p>Program Review</p> <p>Navigating the tenure track</p> <p>Student Learning Outcomes</p> <p>Interdisciplinary collaboration</p> <p>Workplace safety</p> <p>Project management</p> <p>Setting priorities</p> <p>Promoting equity and diversity</p> <p>Other</p>	
6	What is your Guided Pathway Division?	<p>Business and Industrial Studies</p> <p>Fine Arts, Communications, and Humanities;</p> <p>Science, Technology, Engineering, and Math;</p> <p>Health and Public Services; or,</p> <p>Social Sciences</p> <p>I don't know</p> <p>Not applicable</p>	All
7	What is your ethnicity?	<p>Black/African American</p> <p>White</p> <p>Asian</p> <p>Pacific Islander/Native Hawaiian</p> <p>Native American/Alaska Native</p> <p>Latinx</p> <p>Two or more ethnicities</p> <p>Other</p> <p>Do not wish to answer</p>	
8	In 2018-19, what kept you from participating in professional development activities?	<p>Too busy</p> <p>Scheduling conflict</p> <p>Was not aware of training</p> <p>Not encouraged by supervisor</p> <p>Sessions are not relevant to my job</p> <p>I don't want to put additional burden on my coworkers</p> <p>There isn't desk coverage or a substitute for my position.</p> <p>I'm afraid to ask my supervisor for release time.</p> <p>I'm afraid to ask for release time because of my coworkers.</p> <p>Not interested</p> <p>Other</p>	All

9	Have you attended any on-campus PD in the last year (2018-19)?	0 hours 1-5 hours 6-10 hours 11-15 hours 16-20 hours 21-25 hours >25 hours	All
10	Have you attended any off-campus conferences for professional development?	No Yes, local conferences Yes, regional conferences Yes, national conferences Yes, international conferences	All
11	On average, how many conferences do you attend per academic year?	1-2 3-4 5+ None	All
12	Please rate your level of interest in the professional development topics to <b>implement Guided Pathways:</b>	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	All
		Guided Pathways basics: Understanding what Guided Pathways is and how it is implemented at Compton College	
		Student counseling/registration: Understanding how students apply, enter a program of study, and register for classes	
		Course maps for student completion: Understanding how to map out highly structured, educationally coherent program pathways for students to follow, starting with the end in mind.	
		Methods of career exploration in the classroom: Learning about classroom resources that are available to help your students explore career options.	
		Other:	

13	Please rate your level of interest in the professional development topics to <b>enhance your teaching</b> :	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	
		Developing your teaching portfolio	
		Incorporating field experiences into your course	
		Lessons learned from teaching award winners sharing best practices	
		Open Educational Resources (OER)	
		Designing learning experiences (i.e., aligning goals, methods, and assessments)	
		Designing activities, assignments, and projects	
		New approaches to syllabus design	
		Learner-centered teaching	
		Teaching first-year students	
		Cognitive development	
		Student learning styles and their implications in the classroom	
		Building rapport with your students	
		Motivating students	
		Teaching students how to learn	
		Teaching underprepared students	
		Identifying and maximizing your teaching style	
		Other:	
14	Please rate your level of interest in the professional development topics to <b>engage in curriculum development</b> :	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	Faculty only
		Curriculum development process	
		Developing interdisciplinary courses	
		Identifying individual student needs	
		Dividing the course into instructional units	
		Identifying and integrating career exploration in curriculum	
		Other:	

15	Please rate your level of interest in the professional development topics to <b>enhance diversity and inclusion in your classroom:</b>	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	Faculty only
		Incorporating multicultural content into your curriculum	
		Inclusive teaching practices	
		Use of inter-group dialogue	
		Teaching for social justice	
		Gender issues in the classroom	
		Integrating feminist perspectives in the classroom	
		Working with students with disabilities	
		Sexual orientation issues in the classroom	
		Understanding of the conditions and forces, cultural, social and economic, which influence student learning	
		Using data to identify equity concerns	
		Other:	
16	Please rate your level of interest in the professional development topics to <b>improve assessment:</b>	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	Faculty only
		Developing rubrics for assessing assignments and projects	
		Nuventive (TracDat) training	
		Writing effective essay tests	
		Writing effective multiple-choice tests	
		Using data to improve your program	
		Course-level and program-level assessment	
		Performance assessments (service learning, projects, presentations)	
		Use and evaluation of portfolios	
		Use and evaluation of e-portfolios	
		Developing useful Student Learning Outcomes	

		Self-assessment of teaching skills	
		Designing and conducting classroom-based research	
		Self-assessment of teaching skills	
		Other:	
17	Please rate your level of interest in the professional development topics to <b>improve assessment:</b>	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	Staff, administrators only
		Nuventive (TracDat) training	
		Using data to improve your program/ department	
		Use of Service Area Outcomes (SAOs)	
		Other:	
18	Please rate your level of interest in the professional development topics to <b>improve your use of technology:</b>	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	Faculty only
		Integrating instructional technology into your course	
		Reviewing/enhancing your course to ensure adherence to ACCJC Distance Education Standards	
		Pedagogy for online/ hybrid instruction	
		Integration of Social Networking Tools (Facebook, Twitter)	
		Online Testing and Assessment	
		Use of Canvas	
		CCC Confer	
		Ensuring your course and materials are accessible	
		Using technology to enhance teaching effectiveness	
		Online assessment	
		Facilitating online discussion (asynchronous or synchronous)	
		How to implement a “flipped classroom”	

		Using mobile devices for learning in the classroom	
		Prezi, Vimeo, YouTube, audio/video clips	
19	Please rate your level of interest in the professional development topics to <b>improve your general use of technology:</b>	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	All
		Microsoft 365	
		Use of Banner	
		Use of myCompton portal	
		Building websites	
		Use of specific applications:	
		Other:	
20	Please rate your level of interest in the professional development topics to improve your <b>classroom management:</b>	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	Faculty only
		Civility in the classroom and beyond	
		Managing difficult students: Learn ways to deal with inappropriate or disruptive student behavior.	
		Encouraging academic integrity: Knowing Compton College's policy and disciplinary procedures regarding academic integrity and the resources available to help students understand the importance of an education free of cheating and/or plagiarism.	
		Supporting students in crisis: Recognizing and responding to students who are experiencing a crisis. Knowing the on- and off-campus resources that will support you and the student.	
21	Please rate your level of interest in the professional development topics to increase your understanding of	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	All

	<b>Compton College policy or procedures:</b>		
		Accreditation: Understanding the accreditation requirements and processes	
		Board Policies & Administrative Regulations	
		Business Services (Purchasing, PeopleSoft)	
		Admissions and Records Policies/ Procedures	
		Human Resources Policies/ Procedures	
		Retirement/Benefits	
		Collective Bargaining Agreements	
		Other:	
22	Please rate your level of interest in the professional development topics related to improving your <b>health and wellness</b> :	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	All
		Stress management	
		Emergency preparedness	
		Self-defense	
		First aid/CPR	
		Leadership skills	
		Dealing with difficult people	
		Positive working relationships/ teamwork	
		Diversity training	
		Nutrition/fitness	
		Preventing professional burnout	
		Work/life balance	
		Other:	
23	Please rate your level of interest in the professional development topics to <b>enhance your work</b> ?	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	All
		Fostering student validation and engagement	
		Retaining underrepresented students	



		Understanding and supporting students with disabilities	
		Fostering inclusion in the workplace	
		Cultural awareness/competency	
		Working with students with limited English language skills	
		Best/effective practices for helping the distressed or angry student	
		Conducting effective meetings	
		Other:	
24	Please rate your level of interest in the professional development topics to enhance your <b>leadership skills</b> :	Great interest (5) Moderately high interest (4) Some interest (3) Little interest (2) No interest (1)	All
		Effective communication/ challenging conversations	
		Effective self-management and delegation	
		Managing change	
		Best/effective practices in conducting performance evaluations	
		Building trust and respect	
		Managing meetings	
		Increasing emotional intelligence to improve team effectiveness	
		Building motivation and morale in the workplace	
		Understanding your personal style (e.g., Myers-Briggs Type Indicator)	
		Other	
25	In which of the following types of activities would you be most likely to participate?	Very likely Somewhat likely Not likely	All
		Formal presentation followed by discussion	
		Classroom observations with feedback/individual consultation	
		Hands-on workshops (one meeting focused on a technique or strategy)	
		Discipline-specific workshops	
		Institutes/Retreats (2-3 days)	
		Web-based classes	

		Peer-to-peer informal discussion with colleagues about teaching problems, tips	
		Town hall presentations (Tartar Talks)	
		Student panels	
		Guest presenters	
		Other:	
26	Which types of trainings do you prefer?	1-2 hour segments Brown bag lunches Half day Full day Flex Day Evening Weekday Weekend Other	All
27	How would you like to learn about upcoming professional development?	Email CEO message Directly from your supervisor Posters on campus myCompton portal FLEX reporter Other:	All
28	Reflecting on the needs of your staff who you supervise, which areas of professional development would benefit them?	Not applicable, I don't supervise anyone Office machinery (e.g., phone system, scanners, copiers/printers) Office Software (e.g., Excel, Word, Outlook, PowerPoint) Common Software (e.g., Adobe PDF) Banner Problem Solving & Critical Thinking Workplace Safety Communication with Students Communication with Coworkers Personal Development (e.g., Strengths, Self-Confidence, Leadership) Microsoft 365 (shared drive) Teamwork Positive working relationships Other:	All

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