

Staff Development Grant Final Report

Dakota County Technical College

Project: Campus Performance Evaluation System

Description: This project will analyze the evaluation system and how it can be more effective in indentifying and improving performance issues.

Project Leader: Mike Opp, Dean, Transportation and Technical Careers

Award: \$5,000.

Project Re-cap

All supervisors read *Strength Finder 2.0*, participated in a seminar, and identified their top five individual strengths. Our campus hired two independent consultants for this project. One consultant provided two seminars to all campus supervisors on “Coaching for Excellence” and the other provided research on two-year technical college evaluation and promotion of faculty. Additionally, we purchased multimedia on topics such as performance feedback, coaching, and resolving performance challenges. These staff development activities focused on employee evaluation, employee performance, and the “best practices” associated with the performance evaluation process.

Stephanie McGovern- workshop preparation, facilitation, and material: \$1700.00

Bruce Huff, conduct research on 14 colleges and summarized information into a final report: \$1,000.00

Printing and Duplicating: \$48.00

Strength Finder 2.0, books for supervisors: \$313.00

DVD/multimedia: \$1800.00

Impact:

The objective was to improve the performance evaluation process and to identify the professional development needs of our employees. We identified the individual supervisor’s strengths and provided workshops on how to use those strengths personally and professionally. The evaluation of the activities indicated that all supervisors benefited from the trainings. DCTC is planning on continuing with this professional development theme during our Administrative Council meetings next year, and implementing the multimedia/DVD into each meeting.

Reflections:

We were able to improve the area in which our employees believe additional assistance was needed to improve employee performance. These activities at DCTC developed our supervisors’ competence in working with their employees with performance improvement plans.