

## Staff Development Grant

### **Minneapolis Community & Technical College**

*Project:* Staff Development Day

*Description:* An all day staff development event which includes varied programming to meet the differing training and development needs of the college community

*Project leader:* Dee Bernard, Director, Finance

*Award:* \$5,000

### **Project Re-cap:**

Our campus hosted an all day staff development event which includes varied programming to meet the differing training and development needs of MCTC employees. MCTC's Institutional Development & Training Strategic Plan outlined institution-wide training and development with a focus on providing opportunities where staff are better equipped to perform their jobs effectively and to prepare them to assume leadership roles. This project was designed to meet these objectives.

Additional programming included:

1. Customer Service – Better Serving Students
2. Civic Engagement
3. Individual Development Planning
4. Career Planning – including career tracking, goal setting, and career assessment
5. Leadership Development
6. Communication
7. Staff Forum
8. Problem Solving
9. Team building fun exercise
10. Motivation
11. A “Getting to Know You” session
12. Health & Nutrition
13. Managing student workers
14. Grant writing
15. Ethics
16. Workplace rules

Costs were as follows:

Speakers: \$1,000

Supplies: \$850

Food: \$4,086

**Impact:**

Our objectives were to provide a semi-annual staff development event demonstrating our commitment to, and providing opportunity for, investing in employee development as an integral component to creating a culture where people are equipped to perform their jobs more effectively and are prepared to assume leadership roles.

**Reflections:**

We learned that this was a great opportunity to provide quality programming for employees. Employees had an enormous amount of fun and they were able to learn a lot of new things. The employees are still talking about it and we are already planning for the next year's event. Below are the evaluation results from the day and I have also attached the brochure.

Session	Created a				
	Added Value to the Employee	Presenter Evaluation	more positive work environment	Applicablity to job	Overall Presentation
ISRS	3.19	3.27	2.81	3.40	3.14
MAPE	3.76	4.00	3.68	4.18	3.90
Time management for employees	3.87	4.29	4.03	4.41	4.14
GPS for Employees	4.34	4.41	4.34	4.03	4.28
Beyond Customer Satisfaction	4.18	4.39	4.33	4.42	4.33
Bullying in the Workplace	4.43	4.52	4.24	4.43	4.40
Get up & Get fit	4.45	4.59	4.62	4.21	4.47
Excel 2007	4.50	4.57	4.47	4.43	4.49
Being green at work & at home	4.63	4.75	4.33	4.33	4.51
Working Effectively in a Group	4.36	4.64	4.50	4.57	4.52
Money matters for employees	4.53	4.85	4.41	4.30	4.52
Challenges of dealing w/human behavior	4.51	4.60	4.53	4.49	4.53
Office 2007	4.62	4.75	4.46	4.67	4.63
De-Escalating Volatile Behavior	4.50	4.70	4.60	4.75	4.64
AFSCME	4.50	4.57	4.68	4.81	4.64
Pace Survey	5.00	5.00	5.00	5.00	5.00
Grand Total	4.33	4.51	4.31	4.39	4.38