

Staff and Organizational Development Survey, Spring 2007  
**Classified Staff**

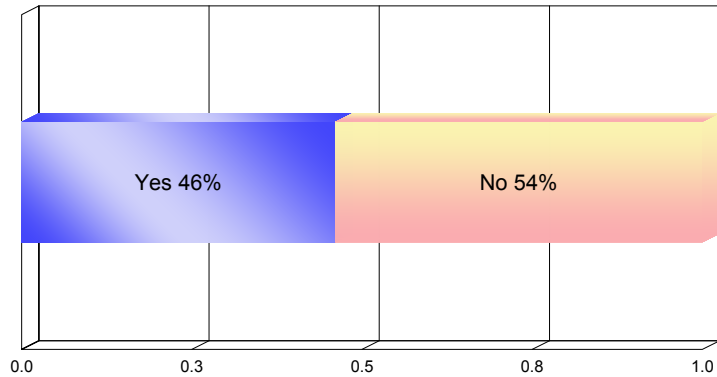
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**1. Have you participated in a program sponsored by Staff and Organizational Development or the Teaching and Learning Center in the last 2 years?**

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Number of Respondents: 76

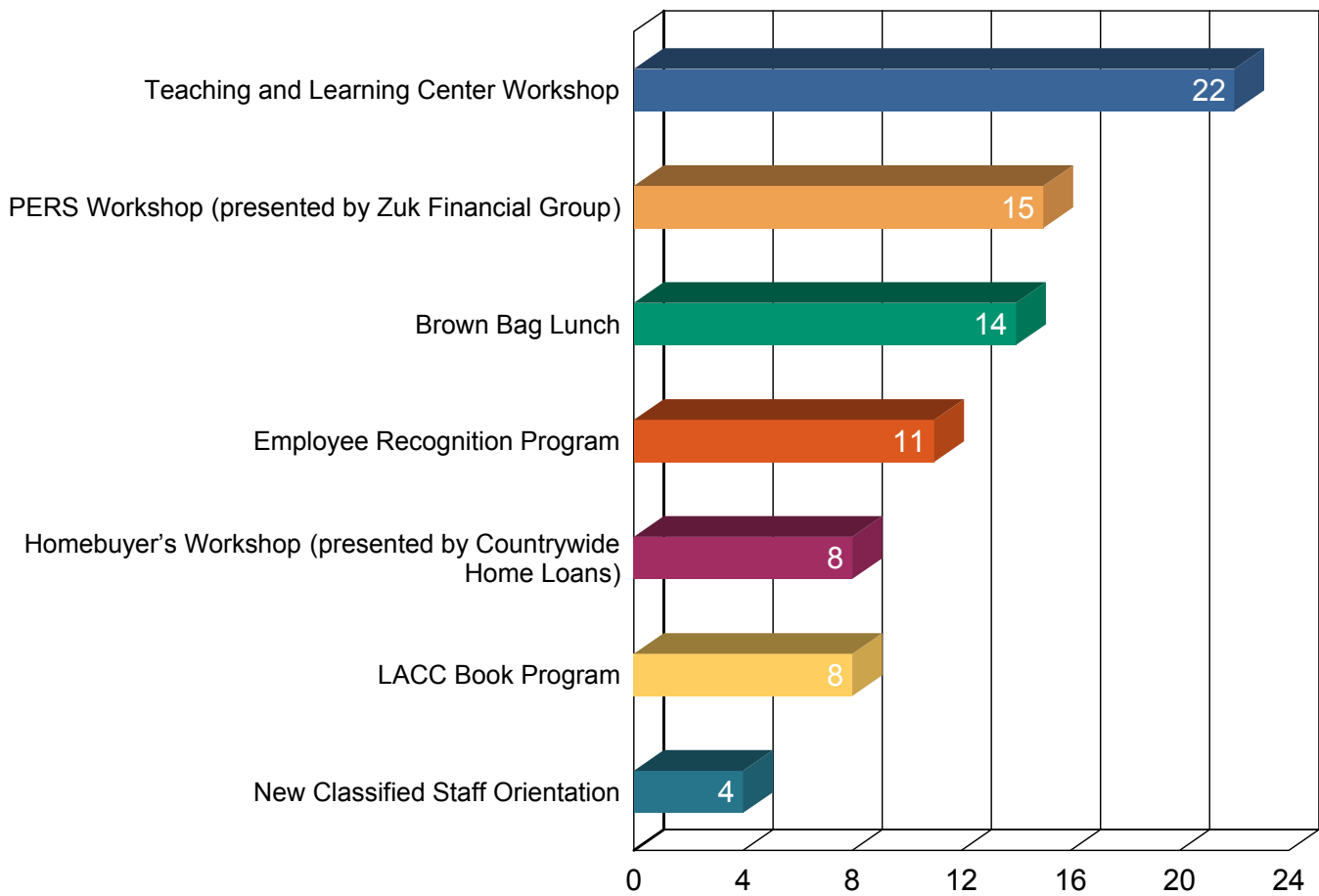
Yes	46%
No	53%



**2. If you answered “Yes” which? Please, check all you have participated in**

Number of Respondents: 33

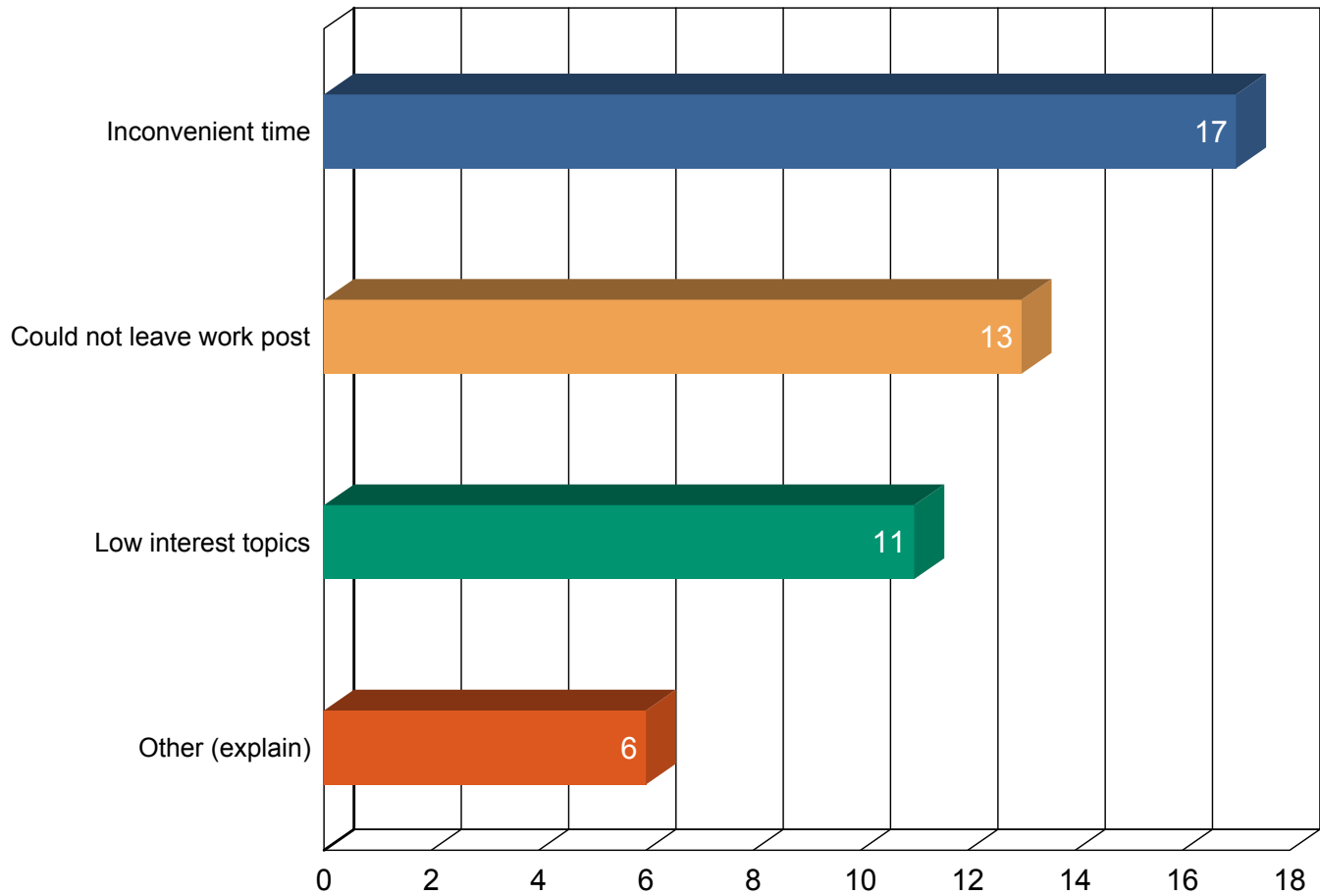
	# Responses
Teaching and Learning Center Workshop	22
PERS Workshop (presented by Zuk Financial Group)	15
Brown Bag Lunch	14
Employee Recognition Program	11
LACC Book Program	8
Homebuyer's Workshop (presented by Countrywide Home Loans)	8
New Classified Staff Orientation	4



#### 4. What was your reason for not being able to participate?

Number of Respondents: 39

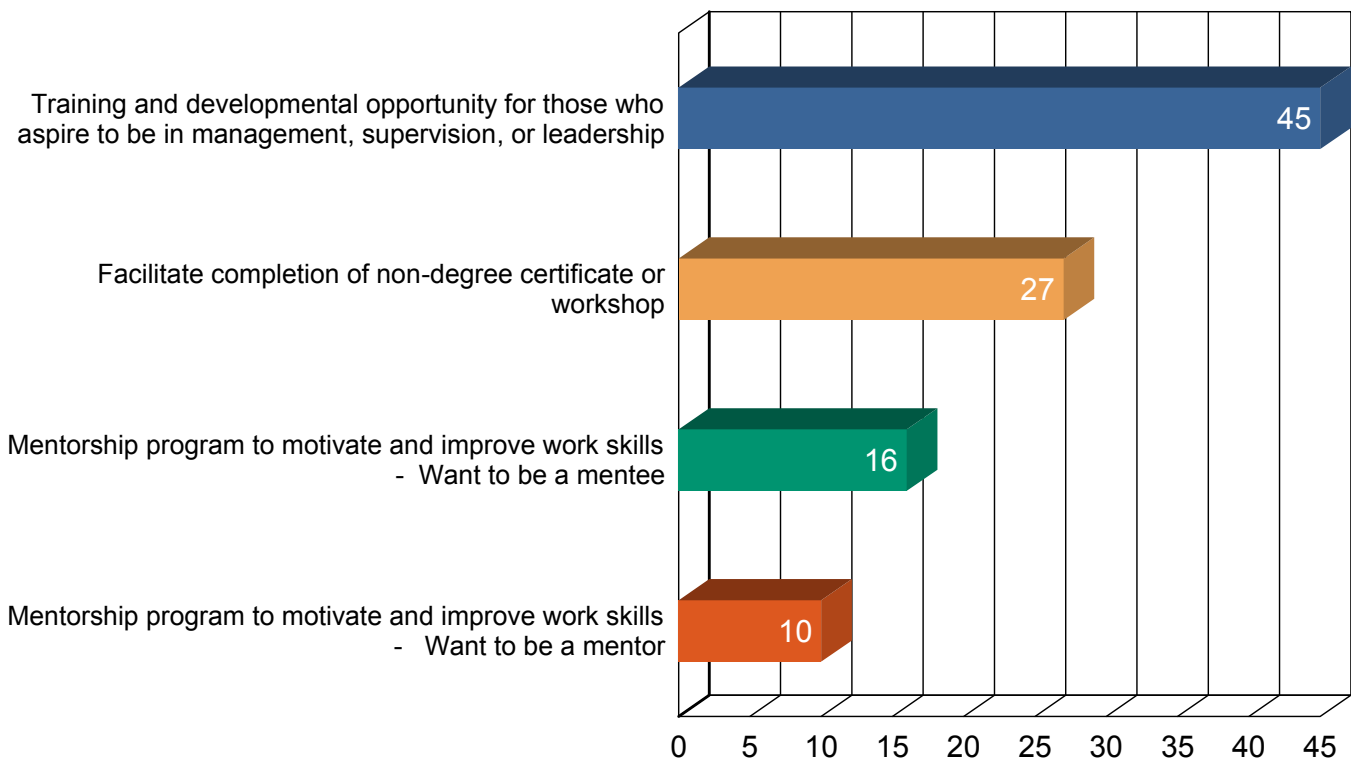
	# Responses
Inconvenient time	17
Could not leave work post	13
Low interest topics	11
Other (explain)	6



## 5. How can we assist you in reaching your career goal?

Number of Respondents: 59

	# Responses
Training and developmental opportunity for those who aspire to be in management, supervision, or leadership	45
Facilitate completion of non-degree certificate or workshop	27
Mentorship program to motivate and improve work skills - Want to be a mentee	16
Mentorship program to motivate and improve work skills - Want to be a mentor	10



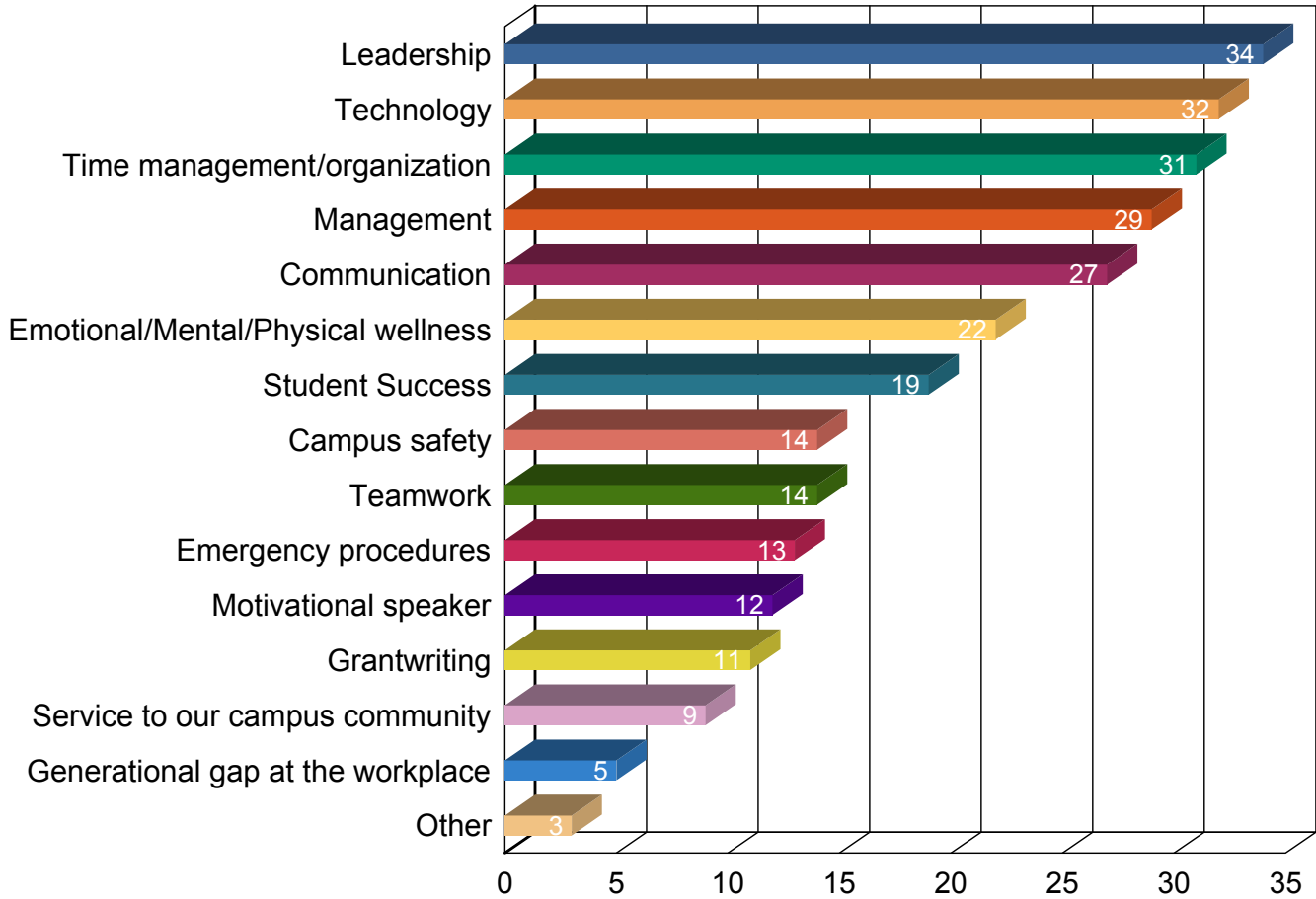
**6. What kind of activity topics interest you? Please choose top 3.**

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Number of Respondents: 72

	# Responses
Leadership	34
Technology	32
Time management/organization	31
Management	29
Communication	27
Emotional/Mental/Physical wellness	22
Student Success	19
Teamwork	14
Campus safety	14
Emergency procedures	13
Motivational speaker	12
Grantwriting	11
Service to our campus community	9
Generational gap at the workplace	5
Other	3

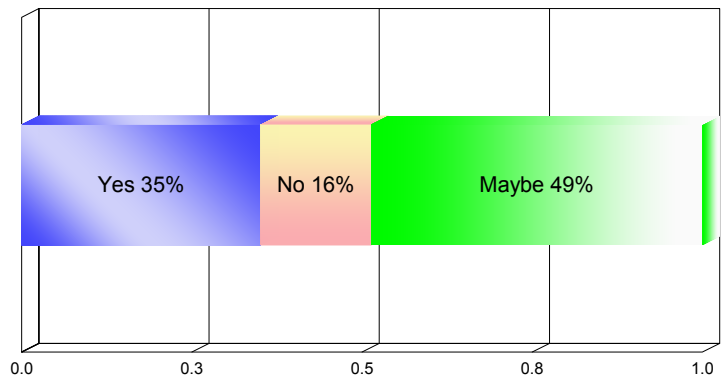
**6. What kind of activity topics interest you? Please choose top 3.**



**7. Would you be available to participate in a half-day workshop on a Friday?**

Number of Respondents: 74

Yes	35%
No	16%
Maybe	48%



# Text and Paragraph Responses by Question

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**Question: 3 Have you participated in any other on campus activities considered professional or personal enrichment? If so, please list:**

75th Anniversary	Joined the Picnic Committee
Academic Senate Events	lasc
African American Heritage Week	Lectures
African-American Heritage Day	Microsoft word
Annual staff picnic	Mous Practice Test
Awards Committee/Ceremony	music department concerts
Brown bag - dancing w/C. Park	New applications IT training (MP2 recently)
Brown Bag Dinner	New Faculty
campus committees	New Faculty Academy
Campus Hiring Committees	Non-credit immigration/citizenship trainings
career ladder assist.	Non-credit task force - Workforce
Cinema Programs	other cultural events
City Pride	picnic committee
City Pride Day	Preview Day
Committee	SAP trainings
Communication seminar	scholarship committee
Cognition	Served on Foundation Scholarship Committee for last 2 years
	Served on Staff Picnic & Staff Holiday Party Committee for last 2 years
Dance Class	Serving on the Space Inventory Survey Completion Committee with Harris & Associates
	SLO Committees
dance department performances	Staff Picnic
Denim Day	Student Retreat Planning Commitee
Disability Forum	theater department performa
eListen	Theatre Programs
Excel Training	Walking Challenge
Flex Day	Web Page Design
Health Fair	wlac
Health Fair - flu shots	Workforce train the trainer bluepritns class
Hiring Committee	
Joined the LEA committee	

# Text and Paragraph Responses by Question

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**Question: 8. In addition to offering programs, how can the committee better serve you in achieving our mission? Please share your ideas and suggestions (i.e. improve communication by...)**

I am on B shift, and I find it very difficult to get away, and attend the flex activities as well as staff development workshop because the fall in the middle of my shift. I hope in the future I will see some activities after in the late evening.

Increase and improving communication

Have outside software workshops at the college

By integrating classified employees into decisions making processes on campus.

What happened to the Franklin Covey Series workshop that used to be held here on campus for the classified staff? Learning to get along with each other in our immediate offices and departments would be beneficial. Sometimes co-workers have to be reminded that this is an important issue, but people have different personalities and attitudes that are hard to change!

Thank you

Working at other sister college for a few months

Having more practical workshops for staff, even workshops to inform them of updated events, new things being deployed on campus.

Provide input channels to management for our ideas to flow upward. A virtual "suggestion box" type of thing. Also, support retreats for non-management, non- Student Services employees. Mentoring is a great idea! We do it informally, but formal support will be appreciated! Something for classified employees on the scale (or even near the scale) of Flex activities for faculty would be great. Do Career Ladders really exist in the District, and can the college help structure the classified positions here to support the concept, please? Is it possible to provide social activities that would be for both staff and faculty? Other colleges really do do this. Are we different, somehow? Maybe there could be an hour set aside weekly or bi-weekly to facilitate attendance at activities, because often, we can not get away from daily duties, due to staff reductions--students would have to be apprised of this time.

Find a group of active people "Core team", among our employees, who are interested in "Learning for a lifetime". Organize meetings with those people to come out of ideas to improve the processes and procedures of registration or tutoring, mentoring areas that can lead to student success. Involve ASBG students in the meeting to be more academically motivated.

we need more training of the people that are first contacts to students. We also need for supervisor and higher ups to get training on how to manage students with problems.

I WORK THE LATE B SHIFT GET OFF AT 330 IN MORNING MUST YOUR EVENT I BELIVE STARTIN MORNING.

Perhaps information on-line that can be downloaded so that we can read it in our own time.

It may not fall under this committee, but I'd like to see a mentor program manned by faculty and staff for students. The committee could provide some training of the mentors in general campus info and structure to the program.

No Comment.

Improve training by making it more "fun"

People who work during day are on the clock while other who work early or late shift have to come on there own time.If we could get comp.time or something more people might show up.

Make it available to those who work on the late shifts, maybe some during the hours they work so they can attend without having to return and be sleepy during the seminar.

The moral on campus is very low. The committment of faculty and staff is not shared by administration. There needs to be more workshops for skill development and administrative skill development. There is a disconnect with our ultimate goal of student success, and we need to address the increasing lack of students succeeding in their majors and graduating.

improving relationships with the different departments, making supervisors more accepting with the staff's involvement with campus activities and department networking.

Offer more opportunities for Classified employees to gain job skills and job knowledge.

Thank you for trying to be helpful.

flexibility.

all campus classified retreats.

none...

Timing your programs so that they are more acessable for "B" shift staff.

## Listing of "other" Responses by Question

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### **Question: 4. What was your reason for not being able to participate?**

New employee  
Not usually interested  
I have only been employed for less than one year.  
not approved by supervisor  
All of the above.  
good tech support at home

### **Question: 6. What kind of activity topics interest you? Please choose top 3.**

Computer software  
Retirement preparation  
continue the walking challenge program and provide incentives