This report highlights basic descriptive statistics regarding Mid-Plains Community College Area (MPCCA) human resource development events/activities for fiscal year 1997-98. During that fiscal year, there were 117 Form 0004's completed by 73 different MPCCA administrators, faculty, and classified staff. There were a total of 116 MPCCA administrators, full-time faculty, and staff members. About 44% of area employees participated in some form of professional development. Included are four tables illustrating employee participation by location and classification, as well as development activity and contact hours attended. Final observations include the following: completion of Form 0004 by MPCCA employees is important in allowing for reliable summary statistics; the best participation rates were established by the faculty; those who completed a human resource development activity were satisfied with the experience; and participation in a conference, seminar, or workshop was the top-ranking mode of developmental experience. Appended is an MPCCA Form 0004 and a table showing employee participation by development activity. (AS)
REPORT OF MPCCA
HUMAN RESOURCE DEVELOPMENT
1997-98

Report Completed by the MPCCA
Office of Institutional Research

Ford M. Craig, Ed.D
Director of Institutional Research

Date of Report
August, 1998
Background

The MPCCA Human Resource Development Plan was created in response to advice offered by North Central Association Evaluators during their 1986 and 1991 comprehensive visitations. Creation of the Plan began in July of 1994 and concluded when it was formally adopted by the Mid-Plains Community College Area Board of Governors at their July 23, 1997 meeting. The Plan is comprehensive in that it takes into account goals, funding sources, administration of the Plan, recommended development activities, specified outcomes, and data collection/measurement forms. Implementation of the data-collection/measurement forms occurred during the 1997-98 fiscal year.

Statistics contained in this report have been drawn from Form 0004 (see appendix A) one of eight data-collection forms associated with the Plan. The purpose of this report is to highlight basic descriptive statistics regarding MPCCA human resource development events/activities for fiscal year 1997-98. A copy of the report has been forwarded to the MPCCA Human Resource Director.

Summary Statistics

For FY 1997-98, there were one hundred and seventeen (117) 0004 forms completed by seventy-three (73) different MPCCA administrators, faculty, and classified staff. For the period of time under review, there were a total of 166 MPCCA administrators, full-time faculty, and staff members. Thus, about 44% of Area employees participated in some form of professional development. Table 1 contains the participation distribution for the seventy-three individuals according to MPCCA location.
Table 1

MPCCA Professional Development Participation for all Employees-1997-98 by Location.

<table>
<thead>
<tr>
<th>Location</th>
<th>Number of Employees</th>
<th>%</th>
<th>Total 0004 Filed</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>McDonald-Belton</td>
<td>29</td>
<td>39.7</td>
<td>52</td>
<td>44.4</td>
</tr>
<tr>
<td>MCC</td>
<td>16</td>
<td>21.9</td>
<td>20</td>
<td>17.0</td>
</tr>
<tr>
<td>Voc-Tech</td>
<td>22</td>
<td>30.2</td>
<td>30</td>
<td>25.6</td>
</tr>
<tr>
<td>Area Office</td>
<td>6</td>
<td>8.2</td>
<td>15</td>
<td>12.9</td>
</tr>
<tr>
<td>Total For Area</td>
<td>73</td>
<td>100.0</td>
<td>117</td>
<td>100.0</td>
</tr>
</tbody>
</table>

Across the Area, of the seventy-three individuals who filed the 0004 forms (a) nine were administrators, (b) forty-four were faculty and (c) twenty were classified staff. Table 2 presents the number and percentage of employees (out of the total number for a particular level) who participated in at least one human resource development activity or event.

Table 2

MPCCA Professional Development Participation for All Employees-1997-98 by Employee Classification.

<table>
<thead>
<tr>
<th>Classification</th>
<th>No. Who Participated</th>
<th>%</th>
<th>No. Did Not</th>
<th>%</th>
<th>Total No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrators</td>
<td>9</td>
<td>36.0</td>
<td>16</td>
<td>64.0</td>
<td>25</td>
</tr>
<tr>
<td>Faculty</td>
<td>44</td>
<td>54.3</td>
<td>37</td>
<td>45.7</td>
<td>81</td>
</tr>
<tr>
<td>Classified Staff</td>
<td>20</td>
<td>33.3</td>
<td>40</td>
<td>66.7</td>
<td>60</td>
</tr>
<tr>
<td>Board</td>
<td>0</td>
<td>0.0</td>
<td>0</td>
<td>0.0</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td>73</td>
<td>93</td>
<td>166</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Across the Area, faculty had the strongest participation rates followed by administration, then by classified staff.

The categories of growth experiences appear in rank order from the most frequently attended to the least in Table 3.
Table 3

MPCCA Professional Development Participation for All Employees 1997-98 by Development Activity

<table>
<thead>
<tr>
<th>Rank</th>
<th>Type of Development Activity</th>
<th>Number of 0004 Forms Filed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Participation in conference, seminar, or workshop</td>
<td>73</td>
</tr>
<tr>
<td>2</td>
<td>MPCCA tuition waiver for a class</td>
<td>28</td>
</tr>
<tr>
<td>3</td>
<td>Earned credit from college of university</td>
<td>8</td>
</tr>
<tr>
<td>4</td>
<td>Other</td>
<td>7</td>
</tr>
<tr>
<td>5</td>
<td>Travel</td>
<td>1</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>117</td>
</tr>
</tbody>
</table>

The seventy-three employees (who completed the 117 forms) responded to an item which asked them “how satisfied were you with this activity experience”? MPCCA employees responded to this question along a five point scale with “5” being “very satisfied” and “1” being “very dissatisfied.” The overall satisfaction average which resulted was 4.43 with a standard deviation of .62.

Table 4 contains the reported numbers of contact hours and semester hours completed. If contact hours or semester hours did not apply, the employee checked N/A; fourteen individuals marked this option.

Table 4

MPCCA Professional Development: 1997-98
Number of Semester Credit Hours Completed and Number of Contact Hours Attended.

<table>
<thead>
<tr>
<th>Semester Hrs. Completed</th>
<th>Contact Hrs Attended</th>
<th>Did Not Apply</th>
</tr>
</thead>
<tbody>
<tr>
<td>95.8</td>
<td>438</td>
<td>14</td>
</tr>
</tbody>
</table>

Cost for the development activities ranged from zero to $949.54. The total reported costs to MPCCA were $15,399.10 (includes MPCCA waiver costs).
Final Observations and/or Conclusions

- Reliable summary statistics will largely depend upon MPCCA employees completing form 0004 and completing it as accurately as possible.

- Slightly over two-fifths of all MPCCA employees participated in some type of human resource development activity. The best participation rates were established by the faculty; however, the distribution of participants on a by-campus basis was uneven.

- Those who completed a human resource development activity were quite satisfied with the quality of the experience.

- Participation in a conference, seminar, or workshop was the top-ranking mode of development experience.
Appendix A
MPCCA Form 0004
MPCCA Form 0004

Mid-Plains Community College Area

Professional Development Activity Report Summary

Location (Please Circle One)  AO  McB  VT  MCC

Please Check:  Board  Classified Staff  Faculty  Admin.

Name  __________________________  Date Submitted  __________________________

Activity  __________________________

TYPE OF PROFESSIONAL GROWTH - In relation to position

Check One:  

Note:  faculty who intend to seek approval for salary adjustments as a result of one of these professional development activities must complete form 0005 and have it approved by the appropriate administrator. *Per MPEA and MPVEA negotiated agreements.

____ Earned credit from college or university
____ faculty tuition reimbursement (Please complete form 0006)
____ MPCCA employee tuition waiver
____ Field work or clinical experience
____ Participation in conference, seminar, or workshop
____ Travel experience related to instruction areas
____ Independent research and development activity
____ Sabbatical
____ Volunteer (specify)
____ Other (specify)

SUMMARY INFORMATION

1. How satisfied were you with this activity/experience?

____ Very Dissatisfied  ____ Dissatisfied  ____ Somewhat Satisfied  ____ Satisfied  ____ Very Satisfied

Comments:  ____________________________________________________________

2. TOTAL COMPLETED:  Semester Credit Hours (or equivalent)  ______ Contact Hours  ______ N/A

3. TOTAL ACTUAL COST TO MPCCA FOR THIS ACTIVITY: *

*To include prepaid expenses (i.e. registration, lodging, travel, etc.) plus any actual additional from Form 0003

4. ATTACH DOCUMENTATION OF SUCCESSFUL COMPLETION/PARTICIPATION.
   PROVIDE GRADE REPORT FOR COLLEGE/UNIVERSITY CREDIT.

Employee Signature  __________________________  Date

Administrator/Supervisor Signature  __________________________  Date

Human Resource Director Signature  __________________________  Date

Copy to Personnel File

Copy To:  HRD (White), Inst. Research (Canary), Campus (Pink), Employee (Goldenrod)

BEST COPY AVAILABLE
Appendix B

Table 3

For Each Campus
### Table 3
MPCCA Professional Development Participation for All Employees 1997-98 by Development Activity

#### MCC Campus

<table>
<thead>
<tr>
<th>Rank</th>
<th>Type of Development Activity</th>
<th>Number of 0004 Forms Filed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>MPCCA tuition waiver for a class</td>
<td>12</td>
</tr>
<tr>
<td>2</td>
<td>Participation in conference, seminar, or workshop</td>
<td>4</td>
</tr>
<tr>
<td>2</td>
<td>Earned credit from college of university</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Other</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Travel</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>20</td>
</tr>
</tbody>
</table>

#### McDonald-Belton Campus

<table>
<thead>
<tr>
<th>Rank</th>
<th>Type of Development Activity</th>
<th>Number of 0004 Forms Filed</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Participation in conference, seminar, or workshop</td>
<td>33</td>
</tr>
<tr>
<td>2</td>
<td>MPCCA tuition waiver for a class</td>
<td>15</td>
</tr>
<tr>
<td>3</td>
<td>Earned credit from college or university</td>
<td>2</td>
</tr>
<tr>
<td>3</td>
<td>Other</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>Travel</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>52</td>
</tr>
<tr>
<td>Rank</td>
<td>Type of Development Activity</td>
<td>Number of 0004 Forms Filed</td>
</tr>
<tr>
<td>------</td>
<td>-----------------------------------------------------------</td>
<td>----------------------------</td>
</tr>
<tr>
<td>1</td>
<td>Participation in conference, seminar, or workshop</td>
<td>22</td>
</tr>
<tr>
<td>2</td>
<td>Other</td>
<td>5</td>
</tr>
<tr>
<td>3</td>
<td>Earned credit from college of university</td>
<td>2</td>
</tr>
<tr>
<td>0</td>
<td>MPCCA tuition waiver for a class</td>
<td>1</td>
</tr>
<tr>
<td>0</td>
<td>Travel</td>
<td>0</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>30</td>
</tr>
</tbody>
</table>
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Signature: Ford M. Craig

Organization/Address: Mid-Del way Community College Area, 416 North Jiffy

City, State: North Platte, NE 69101

Telephone: 1-308-34-9628

Fax: (308) 534-9628

E-Mail Address: 

Printed Name/Position/Title: Ford M. Craig Director of Institutional Research

Date: Nov. 2, 1998