

Employee Development at Oklahoma City Community College February 19, 2007

WOW!

The WOW! Faculty and Staff Development System was implemented in August 2004 with the focus on enhancing employee, student and organizational development. Some of the professional development sessions focus on understanding the Latino population, expanding global awareness, making course syllabi more effective and increasing skills in technology.

Stats achieved so far show:

- **Fall 2004, 44 activities had 545 enrollments from 249 individuals.** This represents 56 percent participation by all full time employees.
- **Spring 2005, 90 activities had 615 enrollments from 259 individuals.** This represents 57 percent participation by all full-time employees.
- **Fall 2005, 78 activities had 663 enrollments from 276 individuals.** This represents 58 percent participation by all full-time employees.
- **Spring 2006, 68 activities had 591 enrollments from 272 individuals.** This represents 50 percent participation by all full-time employees.
- **Fall 2006, 71 activities had 654 enrollments form 273 individuals.** This represents 61 percent participation by all full-time employees.

Another wonderful aspect of the WOW! System is that approximately 90 percent of all sessions have been presented by OCCC employees which has not only been a cost savings to the College but creates an atmosphere where employees are able to show case their expertise in a variety of different areas. This spring 100 percent of all sessions will be taught by college employees.

Leadership Development for Aspiring Leaders

Fourteen sessions-27 individuals

The new Leadership Development Program for aspiring leaders was implemented beginning January 2005 and will end in May 2006. Twenty-seven individuals were selected for new challenges and responsibilities with a focus on building organizational vision and personal skills. (The structure of the program started with a self-assessment by the participant; followed by 18 months of curriculum in the areas of leadership development, strategic planning, teamwork and collaboration and cognitive thinking with a total number of 14 required sessions).

Leadership Development Open Sessions

Nineteen sessions-386 enrollments (not headcount)

There have been 19 Leadership Development sessions with a total number of 386 enrollments. Note: this is not individual headcount. These numbers reflect the Leadership Development sessions that were open for all employees beginning January 2005 to the present.

Leadership Development Sessions for Managers

Thirteen sessions

There have been 14 leadership sessions specifically for our designed group of supervisors/managers. Topics include:

Session One - "Community Colleges - Who Are We?" (January 28, 2003)

Session Two - "Community Colleges - How Are We Funded?" (March 25, 2003)

Session Three - "What Everyone Should Know About the Human Brain" (June 10, 2003)

Session Four - "Higher Education and the Law" (October 22, 2003)

Session Five - "State of the College and Vision of the Future" (November 18, 2003)
Session Six - "Our Students: Current and Future" (January 27, 2004)
Session Seven - "Strategic Thinking" (April 5, 2004)
Session Eight - "Student Success: Retention & Graduation" (December 10, 2004)
Session Nine - "International and Global Education" (January 21, 2005)
Session Ten - "Focus on Latino Culture" (May 12, 2005)
Session Eleven - "The FY 2006 Budget and What it Will Accomplish" (June 21, 2005)
Session Twelve - "The Future of the College" (December 8, 2005)
Session Thirteen - "College Statements of Mission, Vision, Values and ENDS" (October 24, 2006)
Session Fourteen – "Way Forward Projects" (December 20, 2006)

New Employee Orientation

We believe our people are the key to our success and the continued growth of our College. All the other elements, equipment and other resources are of little significance without the people to use them effectively. It is important for our new employees to understand the most important function is for them to become a contributing member of our team, aiding all of us in achieving our goals. Our goal is to provide our students/clients with the very best education available while maintaining a positive atmosphere for our employees.

This program began August 1, 2006 and of the 40 full-time and regular part-time non-faculty employees, 30 have attended the "Get Connected to OCCC" sessions. Evaluations have been very positive for this program.

Sexual Harassment Prevention Training

We began the academic year of 2006-2007 with an initiative to provide sexual harassment prevention training for all employees. The emphasis of the training is to remind and educate OCCC employees of the College's commitment to provide a respectful environment both in the classroom and the workplace and how that is achieved.

All faculty, supervisors and staff, including full-time, part-time, adjunct, temporary, student, and work study employees, are required to attend sexual harassment prevention training during this academic year. Online training will be available for adjunct faculty, temporary and student and work study employees.

Approximately 70 percent of all employees have completed sexual harassment prevention training to date.

Wellness Program

The Wellness Program at Oklahoma City Community College is designed to provide employees education and support for a healthy lifestyle by participation in exercise programs and educational wellness classes offered by the Recreation and Community College.

(All regular full-time employees and all regular part-time employees of Oklahoma City Community College are eligible to participate.)

There have been 54 employees who have taken 241 land and/or water exercise classes since July 1, 2006.

Tuition Reimbursement and Waiver Program

Another area of employee development is the Tuition Reimbursement and Waiver Program.

Tuition Waivers

The employee's and retiree's tuition for credit classes on campus will be paid 50 per cent from regents' funds and 50 per cent from staff development funds. Tuition for dependents and spouse will be paid 100 per cent from tuition and waiver funds

The tuition waiver program allows up to six credit hours per entry of courses on our campus.

Semester/Year	Headcount	# of Credit Hours	*Cost
Summer 2005	13	46	\$1,036.15
Fall 2005	27	129	\$3,131.48
Summer 2006	11	40	\$971.00
Fall 2006	32	128	\$3,363.20

Tuition Reimbursement

The tuition reimbursement Program is designed for regular full-time employees to have tuition reimbursed for nine credit hours per academic year of classes taken off campus. From July 1, 2006 to date, 23 employees have completed 127 credit hours at a cost of \$16,284.50.

Listed below are individuals that have completed degrees from Fall 2005 to the present.

Name	Title	Date	College	Degree
Doctorate Degree				
Molly Henderson	Director, Cooperative Alliance Programs	Spring 2006	OSU	Doctorate-Higher Ed. Administration
Juris Degree				
Mary Candler	Director of Student Relations	Fall 2006	OCU	Juris Doctor Degree
Master Degree				
Roxanna Butler	Coordinator of Aquatics and Safety Training	Spring 2006	UCO	Masters of Business Administration
Sunny Garner	International Student Admissions Counselor	Fall 2005	OU	Masters of Liberal Studies/Administrative Leadership
Becky Graves	Coordinator of Software and Training Services	Fall 2006	OU	M.Ed., Adult & Higher Education
Jacqueline Frock	Professor of Nursing	Fall 2006	OCU	Masters Nursing Science
Sherry Hendrix	Director of Staff Development & Risk Management	Fall 2006	UCO	M.Ed., Adult Education/Training
Jon Horinek	Service Learning and Student Life Programs Coordinator	Fall 2005	OU	M.Ed., Adult & Higher Education
Rhonda Simpson	Administrative Assistant to VP for HR and Support Services	Fall 2006	OU	M.Ed., Adult & Higher Education
Cindy Neely	Professor of Nursing	Spring 2007	University of Phoenix	Masters Nursing Science
Alan Stringfellow	Associate Registrar	Spring 2006	OU	M.Ed., Adult & Higher Education
Bachelor Degree				
Rocky Litle	Math Lab	Fall 2006	UCO	General Studies
Kendra Miller	CDC Teacher and Lab Assistant	Fall 2006	UCO	Family Life Ed./Child Development
Chris Smith	Math Lab Assistant	Fall 2006	UCO	B.S. Mathematics
Associate Degree				
Dorene Campbell	Computer Operator/Document Image Specialist	Spring 2006	OCCC	Diversified Studies
Dana Schuman	Payroll Specialist	Spring 2006	OCCC	Business