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BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
County of Cook and State of Illinois

STUDENT EMPLOYEE WORKFORCE DEVELOPMENT SEMINAR
MALCOLM X COLLEGE

THE CHANCELLOR

REPORTS

that the Career Development and Cooperative Center in the Student Services division at Malcolm X College has conducted an Employee Work Force Development Seminar for College Work Study students during the 1999 Spring Semester. The seminar enabled students to develop work habits, positive attitudes and skills that employers seek. Seminar instruction was to increase productivity, time management and emphasize the College's commitment to the student employees;

that each student employee completed 4 hours of seminar instruction and received a Certificate of Achievement and Continuing Education Credit. Thereafter evaluation of the seminar by students on a scale of : 1 - Unsatisfactory to 4 - Excellent revealed 96% of the responses to the questionnaire results were good to excellent. The assessment instrument will measure program effectiveness for future Student Employee Work Force Development Seminars. Sixty students completed the four hours of seminar theory and practice.

Respectfully submitted,

Wayne D. Watson
Chancellor

June 3, 1999