

## ANNUAL STAFF DEVELOPMENT REPORT

Data presented below reflect staff continuing education activity during the past year. Staff Development Committee members are Nancy Cowherd, Chair; Gail Bedwell, Theresa Smith, Dan Starliper, and Karl Wolf.

Beginning Balance	July 2005	\$19,612
Ending Balance	June 2006	\$ 1,019
Total dollars requested by employees		\$37,589
Total appropriated by committee*		\$18,517
Total number of requests		56
Number of individual employees who applied		39
General breakdown of expenditures	Education	22%
	Travel	71%
	Textbooks	7%

### Training Projects:

- Ninth Annual Administrative Professionals Day
- Banner computer-based training modules
- Admissions: Potomac & Chesapeake Association for College Admission Counseling
- Athletics: NCAA Regional Compliance Seminar
- Student Affairs: Staff development retreat
- Residence Life: National Association of Student Personnel Administrators
- Administration and Finance: "Student Employment Essentials" training
- Library: West Virginia Library Association Conference
- RESA VIII CPR heart saver training

\* Guidelines determine that expenses are reimbursed at 50%, up to \$750 per employee per year.