

# MCCCD Professional Development Plan

Two Year Plan	
Category/Core Courses	Hours
<b>Organizational Intelligence (online and auto assigned as learning plans in ELC)</b>	
MCCCD 101 Foundations	2
Legal Issues: Public Sector Employment ★	2
MCCCD Public Stewardship ★	1
Preventing Sex Discrimination and Harassment *	1.5
Information Security and Privacy *	1
Annual Acknowledgments and Disclosures *	.5
<b>Human Relations (ELC self-service registration)</b>	
MOSAIC IA: Knowing Ourselves & Others	4
MOSAIC IB: Knowing Ourselves & Others	4
Communication Skills Boot Camp	2.5
<b>Health &amp; Safety (ELC self-service registration)</b>	
Chemical Safety Awareness (online)	3
Workplace Violence Prevention (online)	1.5
Emergency Evacuation Procedures (online) *	1
<b>Commitment to Professional Excellence (ELC self-service registration)</b>	
Are you Change Ready? (webinar)	1.5
StrengthsQuest – Discover and Maximizing Your Talents	4.5

- \* Required within 30 days of start date
- ★ Required to be taken within probationary period

Registration, course descriptions, schedules, and a transcript of courses completed can be found online at: <https://maricopa.learn.taleo.net/>

## [Mandatory Training Information](#)

Please send questions to [employee.development@domail.maricopa.edu](mailto:employee.development@domail.maricopa.edu) or call 480.731.8209.