

SECTION 700.11.01

FACULTY SENATE PROFESSIONAL GROWTH COMMITTEE GUIDELINES

1. The intent of the Professional Growth Committee will be to promote professional development for improvement in each faculty member's teaching ability, knowledge, and skills. Unless otherwise directed by the President the yearly funds distributed to the Professional Growth Committee will be calculated by multiplying the number of Faculty Senate members times four hundred and fifty dollars (\$450).
2. Each member of the Faculty Senate must submit a Professional Growth Plan by the last Friday in September or upon application for funds, whichever is first, to the Chair of the Professional Growth Committee.
3. Each member may apply for a maximum of \$4,000 over a two-year period. (The two-year period begins July 1st of each odd numbered years). The Professional Growth Committee shall allocate funds based on funding guidelines approved by the President. Payments and reimbursement may be approved/paid from the fund by majority vote of the committee and/or at the direction of the President.
4. The funding request must support the individual's Professional Growth Plan, or a revised plan may be required. Upon completion of the funded activity, the recipient will share new knowledge with their colleagues. Faculty will do a presentation during the fall in-service of the academic year following the year in which funds were used.
5. Prior to requesting funds, the applicant must have secured approval to be absent from campus and approved travel authorization. Out-of-state travel requires approval from the VP of Academic Affairs. International travel requires approval by the President.
6. The Professional Growth Committee will prepare a year-end report for the Administrative Council prior to July 1st of each year.

History

Administrative Council Approved 11/20/02

Administrative Council Approved 700.11.01 (5) 02/04/03

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