

BLINN COLLEGE ADMINISTRATIVE REGULATIONS MANUAL

SUBJECT: *Faculty Professional Development*

EFFECTIVE DATE: November 18, 2015

BOARD POLICY REFERENCE: DK

PURPOSE

The Professional Development Working Committee, along with representatives of the Faculty Senate, and the Chair of the Professional Development Funding Committee, initiated and completed the revision of the College's Professional Development Process for faculty. This revised system has now been reviewed and approved by the participating faculty governing bodies and Executive Council. Implementation begins in fiscal year 2015-2016 (September 1, 2015 through August 31, 2016).

OBJECTIVES

Each employee shall meet the professional development standards described by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) as well as any professional development required of the employee.

PROCEDURES/GUIDELINES

Under the revised system, full-time faculty must obtain at least five (5) professional development points and part-time faculty must obtain at least three (3) professional development points each fiscal year. A professional development activity is an enterprise focused toward academic or scholarly enhancement. The initial point system has been established for professional development activities in two major categories: a) Academic/Discipline-Specific Scholarly Work and b) Academic Instruction. A Table of Point Values is provided on the following page.

Faculty submit their professional development activities using the online form from the link on the Faculty Tab of myBlinn. This action will automatically transmit information to the instructional dean for the division. The dean will approve, disapprove, or refer to committee all requests. Point values are assigned based on the table below. If an activity does not fit into one of the described categories, the instructional dean will refer the request to the Professional Development Activity Committee (PDAC). The PDAC will review the activity description and supporting documents to assign a point value for that activity. The instructional dean and faculty member will be notified of this decision by the PDAC.

The Professional Development Tracking System also includes a query feature, which allows faculty to review their professional development submissions. This link is located on the myBlinn Faculty Tab. The professional development database is updated nightly, so users should wait 24 hours to run a current report. Information regarding the professional development process may also be found in: a) Faculty Handbook (2.18), b) on the Human Resources page of the Blinn website, and c) in Board Policy DK (Local).

Other Professional Development

Faculty are also encouraged to earn additional graduate hours in their respective teaching field(s). These hours are not reported through this tracking program, but should instead be reported directly to your instructional dean for review and inclusion in your employment records. The Faculty Handbook (2.19) provides detailed information regarding the milestones and regulations for incremental salary increases, beyond the base degree.

Table of Point Values for Professional Development Activities

Academic and Discipline-Specific Scholarly Work		Value	Academic Instruction		Value
Solicited individual professional performance or public exhibit (peer-reviewed or audition).	5	Points	Conference attendance or research activity (1 more than 1 day).	3.5	Points
Peer-reviewed academic publication (research or literary).	5	Points	Teaching Squares (see CTL for information).	3	Points
Solicited collective professional performance or public exhibit (peer-reviewed or audition).	3	Points	Presentation (either internal or external). Points are added to attendance points.	2	Points
Non-peer reviewed academic publication (research or literary).	3	Points	Workshop attendance or research activity (one half to one day).	2	Points
Voluntary submission or performance.	2	Points	Seminar attendance (lecture plus additional content/ participation).	1.5	Points
Publication of applied teaching practices (e.g. Innovation Abstracts).	2	Points	Webinar or lecture attendance.	1	Point
			Discussion group (Book club, Brown Bags) per session.	0.5	Points