

ARTICLE 23 – PROFESSIONAL DEVELOPMENT AND ACADEMIC SCHOLARSHIP

~~**Definition.** Professional development provides means for faculty to: a) accommodate changes in disciplines, technology, pedagogy, and expectations of students, faculty and the community; b) contribute to their profession; c) collaborate with other faculty and the community; and d) increase their capacity to professionally grow and teach.~~

23.1. **Definition.** The Faculty Professional Development (“FPD”) fund is intended to benefit faculty members and the College by providing the opportunity for eligible faculty members to secure additional education, training and/or experiences that will enhance their competencies to carry out college goals while adding to the quality of the College. Faculty may choose to use professional development funds for activities that may include workshops, seminars, conferences, travel, additional educational course work, research or projects, work experience programs, or other forms of professional development activities which are with is related to the faculty members content area or area of expertise, and/or which are of direct benefit to the educational program and the quality of instruction.

23.2. **Funding.** The ~~FPD~~aculty Professional Development Fund-fund shall be funded annually based on the Total Budget Direct Salary (contracted) in the approved budget each June. This rate shall be two and one half percent (2.5%).

23.1-23.3. **Carry Over.** FPD funds not spent during the fiscal year may be carried over to the following fiscal year in an amount not to exceed ten percent (10%) of the current year allocation.

23.2-23.4. **Committee and Subcommittees.** ~~The Faculty Professional Development Committee shall consist of a minimum of eight (8) members representing diverse faculty interests, and appointed by the Association. In addition, a vice president for Instruction or designee shall serve as an ex-officio member without voting rights. The FPD Committee will include ten (10) members. The Faculty Council will appoint eight (8) faculty members to the FPD Committee who are representative of the College's divisions and departments. The Vice President of Academic Affairs, or designee, will serve as an ex-officio member, and the Vice President of Academic Affairs shall appoint one voting member.~~

There will be a two standing subcommittees: to administer short-term leave funds and a standing subcommittee and long-term paid sabbatical leave subcommittee. ~~to administer long-term paid sabbatical leaves.~~ Subcommittees will appoint their own chairs who also serve as members of the ~~FPD aculty Professional Development~~ Committee. The ~~FPD~~aculty Professional Development Committee may create additional subcommittees.

23.5. Process. The Committee, and any Subcommittees, shall consider each applicant's proposal and its potential for providing specific benefits to the College and its students. The Committee shall develop criteria, subject to the approval of the Vice President of Academic Affairs, for evaluating proposals that are consistent with this article. After a review of all applications, the Committee and Subcommittees, if applicable, will recommend to the Vice President of Academic Affairs, a course of action for each proposal received for all professional development activities contained in this article. All professional development activities must be approved by the Vice President of Academic Affairs.

~~23.3.~~**23.6. Appeals.** Faculty members whose proposals are rejected may appeal the decision to the President of the College. ~~**Rules.** The committee and subcommittees shall develop rules and procedures as they deem appropriate, including an appeals process ending with the Association's Executive Board.~~

~~23.4.~~**23.7. Faculty Professional Development Coordinator.** A contracted faculty member shall be designated to coordinate faculty professional development activities and chair the ~~F~~PD~~aculty Professional Development~~ Committee. The ~~College committee~~ will advertise in-house and ~~the Committee will recommend the coordinator~~ select the coordinator, subject to the approval ~~of~~ by the Vice President of Academic Affairs. ~~Instructional vice president or designee and the Association.~~ The appointment will be for a term of two (2) years. ~~The coordinator's seniority will continue to accrue in their his/her regular faculty position. Funding of this position at .33 and up to .5 FTE, as determined by the Association Executive Board, shall be by the General Faculty Professional Development Fund. The FPD Coordinator position will be assigned by the College up to 0.5 FTE, and replacement costs will be paid by the FPD fund to the College.~~

~~23.5.~~**23.8. Budget Process and Transfer of Funds.** The Coordinator will ~~recommend develop~~ an annual budget, in conjunction with the ~~F~~PD~~aculty Professional Development~~ Committee, which shall be approved ~~by the Vice President of Academic Affairs~~ Association Executive Board. The ~~coordinator~~ Coordinator may transfer ~~general~~ professional development funds into the short-term and/or long-term leave accounts with consensus of the committee and subcommittee chairs, and approval by the Vice President of Academic Affairs.

~~23.6.~~**23.9. Carry Over.** Professional development funds not spent during a fiscal year will be carried over to the following fiscal year and added to the General Faculty Professional Development Fund amount designated in Section 23.2.

~~23.7.~~**23.10. Long-Term Leaves**

~~23.7.1.23.10.1.~~ **Purpose/Definition.** ~~To provide faculty with professional development leave of one (1) or more academic terms that will better fit the employee for service to Lane Community College. Long-term leave refers to a sabbatical for a duration of at least one academic term, exclusive of summer terms.~~

~~23.7.2.23.10.2.~~ **Eligibility.** A contracted employee will be eligible to apply for long-term professional development leave of up to one (1) term after completion of four ~~two~~ (42) years of service, up to two (2) terms after six ~~four~~ (64) years, and up to three (3) terms after eight ~~six~~ (86) years. After a leave has ~~commenced,~~ been completed a new eligibility period, as defined above, must be completed before the employee becomes eligible to apply for another long-term leave.

~~23.7.3.~~ **Application for Leave.** ~~The Long-Term Leave Subcommittee shall determine the deadline(s) for application and the numbers of leaves to be awarded following each deadline. Applicants must be informed by the committee within one (1) month of the application deadline regarding the disposition of their applications. The application for leave shall contain a statement of the plan for activities to be undertaken. Each application may include an impact statement from the department chair. Application is made to the Faculty Professional Development Committee.~~

~~23.7.4.23.10.3.~~ **Compensation.** While on leave, an employee shall receive seventy-five percent (75%) of salary if on a three (3) term leave, eighty-seven percent (87%) of salary if on a two (2) term leave, and one hundred percent (100%) of salary if on a one (1) term leave.

~~23.7.5.23.10.4.~~ **Insurance/Step Eligibility.** Insurance benefits shall continue during the leave. The leave shall not be construed as a break in service for any purpose, and the employee shall be returned to the position formerly occupied if that position is still funded. Upon return from leave, the member shall be eligible for a salary step increase for the year of leave pending satisfactory review of the completed program by the ~~F~~P~~D~~a~~c~~u~~l~~t~~y~~ Faculty Professional Development Committee, and approval of the Vice President of Academic Affairs.

~~23.7.6.~~ **Subcommittee.** ~~The Long-Term Leave Subcommittee shall consist of five (5) members. The members shall be appointed annually by the Association. In addition, a vice president for Instruction or designee shall serve as an ex-officio member without voting rights. The committee shall develop specific application procedures and criteria for approval. The acceptability of proposals for professional development leave will be determined by the Long-Term Leave Subcommittee.~~

~~23.7.7.~~23.10.5. **Rules.** The following rules will apply:

~~23.7.7.1.~~23.10.5.1. ~~As a general rule, Not not~~ more than ~~one two~~ (12) leaves per department/division may be granted for any one (1) term. When more than one (1) acceptable leave request application in a department/division is made, precedence is given initially to first-time applicants, and secondarily by order of seniority of greater number of years served since the last long-term leave granted, or if no leave was granted, the number of years of service.

~~23.7.7.2.~~23.10.5.2. ~~As a condition for theIn the application for~~ leave, each member agrees to return to Lane Community College upon the completion of the leave for a minimum period of ~~two one~~ (24) term's of service for each term of leave. The College shall be reimbursed by the employee for replacement costs incurred, including salary, other payroll expenses and benefits expenses ~~OPE~~, for such leave if the employee does not return as agreed. ~~Upon reimbursement, the College shall reimburse the Faculty Professional Development Fund for the replacement costs for such leave.~~ This provision shall not be enforceable if an employee is laid off while on leave and does not return to Lane Community College.

~~23.7.7.3.~~23.10.5.3. Upon completion of leave, the faculty member will submit a report of the accomplishments and benefits resulting from the leave. Copies of this report shall be filed with the FPD Committee the Long-Term Leave Subcommittee and the Vice President of Academic Affairs. ~~the appropriate vice president.~~

~~23.7.8.~~23.10.6. **Number of Leaves.** The ~~Committee~~ The Long-Term Leave Subcommittee will recommend grant up to seven (7) terms of at least nine (9) terms of professional development long-term leave each year to the Vice President of Academic Affairs of the Agreement. ~~In the event the year's minimum number of leaves is not granted, the number below the minimum will be added to the minimum the following year.~~

~~23.7.8.1.~~ — In the event that the budgeted funds do not meet the need for paid sabbatical leaves, ~~the Faculty Professional Development Committee may appeal to the College for additional funds.~~

~~23.7.9.~~23.10.7. **Charges.** For long-term leaves, the FPD fund shall be charged the part-time replacement costs, including salary, other payroll

~~expenses, and benefits expenses and OPE~~, of the leave. Other costs, if any, directly associated with the approved leave shall be charged to the ~~general FPD professional development~~ fund.

~~23.8.23.11.~~ **Short-Term Leaves**

~~23.8.1.23.11.1.~~ **Definition of Activities.** ~~Short-term professional development activities are off campus and usually of less than one (1) term. Short-term activities may include professional conferences, workshops, visitations, or other activities which will benefit the employee and the College.~~
Leave in this category is described as short-term professional development activities with a general duration of fewer than two weeks.

~~23.8.2.~~ **Funds Available.** ~~The Faculty Professional Development Committee shall provide a fund each year which will be administered by the Short-Term Leave Subcommittee.~~

~~23.8.3.~~ **Subcommittee.** ~~The Short-Term Leave Subcommittee shall consist of five (5) members. The members shall be appointed annually by the Association. In addition, a vice president for Instruction or designee shall serve as an ex-officio member without voting rights. The committee shall develop specific application procedures and criteria for approval. The acceptability of proposals for professional development leave will be determined by the Short-Term Leave Subcommittee.~~

~~23.8.4.23.11.2.~~ **Personnel Costs.** ~~Personnel costs charged against the FPD fund shall be limited to salary costs including OPE, other payroll expenses, and benefits expenses, if any, of the substitute instruction.~~

~~23.8.5.23.11.3.~~ **Eligible Expenses.** ~~Short-term professional development funds may be used for transportation costs, expenses, tuition, and fees. Expenses shall be charged to the fiscal year fund in which the activity occurs.~~

~~23.8.6.23.11.4.~~ **Compensation.** ~~Faculty requests shall be granted without reduction in salary and benefits.~~

~~23.8.7.~~ **Laid-off Employee Eligibility.** ~~Employees who have received a layoff notice shall be eligible to apply for short-term leaves.~~

~~23.8.8.23.11.5.~~ **Employee Obligation.** ~~Employees that have been granted short-term leave funds shall not be required to return to employment at Lane Community College.~~

~~23.8.9.23.11.6.~~ **Priority.** Each employee shall be eligible to be granted one (1) request per term based upon available funding. ~~However, the Short-Term Leave Subcommittee will develop a priority system that will give preference to employees who have never received funds.~~

~~23.8.10.~~ **Notification.** The Faculty Professional Development Coordinator will notify the applicant in writing whether their request has been approved or denied prior to the commencement of the activity.

~~23.8.11.~~ **Carry Over.** Any remaining short-term professional development funds not spent during the current fiscal year will be carried over to the following fiscal year and added to the amount provided in Section ~~23.9.2.~~

~~23.9.23.12.~~ **Discipline Contact.** The ~~Faculty Professional Development~~ FPD Committee, directly or through a subcommittee, shall administer funds made available to support faculty in disciplines in the college to maintain contact with the current thinking about teaching in the discipline. A report of the use ~~extent~~ of these funds shall be provided annually by the FPD Committee to the College and the Association.

~~23.13.~~ **New Faculty Orientation.** The ~~Faculty Professional Development~~ FPD Committee, directly or through a subcommittee, ~~shall~~ may facilitate the administer funds for and oversee the Faculty Connections program to orient and integrate new faculty into the college.

~~1.23.13.1.~~ All new contracted faculty are eligible to use a one (1) course reassignment for one (1) term up to .333 FTE for the purpose of attending orientation, professional development, mentoring or other onboarding activities in the first year of employment.

~~23.10.~~ **Developmental Evaluation Support.** The Faculty Professional Development Committee, through its coordinator or designee(s), shall work with Developmental Evaluation teams, upon the latter's request, to help identify professional development support opportunities and to develop and maintain files on existing professional development resources for this purpose.

~~23.11.~~ **Faculty Academic Scholarship.** The Faculty Professional Development Committee, through its coordinator or designee(s), shall support structures of faculty scholarship as agreed by the College and Association. The Faculty Professional Development Fund may be utilized to provide funding for such activities.

~~23.12.23.14.~~ **Curriculum Development Rate**

~~23.12.1.~~23.14.1. The curriculum development hourly rate shall be \$3~~20.5000~~ and shall not be awarded to contracted faculty for regular, routine course updates, ~~to contracted faculty~~ but may be for part-time faculty.

~~23.12.2.~~23.14.2. The curriculum development rate may only be used for curriculum development and special curriculum-related project work. The curriculum development rate may not be used for any activities that constitute regular faculty instructional and non-instructional work. Regular faculty work includes but is not limited to backfill for contracted faculty members, instruction, counseling, office hours, or non-curriculum development meetings. All faculty members must be paid at the appropriate rate from the part-time or contracted salary schedules for such work. Curriculum development is voluntary work.

~~23.12.3.~~23.14.3. Examples of special curriculum-related project work include: learning community development, new course development or course revision for inclusion in Honor's Program, new course development as required by articulation agreements, developmental education redesign, and Degree Qualifications Profile curricular work. Examples of work that are not considered special curriculum-related project work include regular faculty work including backfill for contracted faculty members, teaching workshops, serving on a committee (~~e.g. Sustainability committee~~), program coordination (~~e.g. Learning Communities or Honor's Program~~), and collaboration in the development of articulation agreements.

~~23.13.~~23.15. **Administration Support. The Association and College agree that:**

~~23.13.1.~~23.15.1. The College shall provide the costs of the provision of administrative support (up to 0.5 FTE) to the ~~Faculty Professional Development~~FPD program. ~~0.5 shall be the FTE level of administrative support provided the FPD program.~~

~~23.14.~~23.16. **Diversity/Social Justice Education Professional Development**

~~23.14.1.~~23.16.1. On-going professional development with a focus on diversity education, cultural competence, and social justice is a shared goal of the Association and the College.

~~23.14.2.~~23.16.2. Faculty members ~~may shall~~ choose specific professional development activities pertaining to diversity education and social justice.

~~23.14.3.~~23.16.3. The FPD ~~Oversight~~ Committee, ~~may college diversity education committee(s), Faculty Council, and/or other committees under the governance system, shall~~ develop and schedule

opportunities for professional development focused on diversity education.

~~23.14.4.23.16.4.~~ In addition to on-campus activities, faculty may seek funding for off-campus professional development opportunities funded ~~by the as part of short-term leave.Short-Term Leave fund.~~

~~23.14.5.23.16.5.~~ New faculty members shall participate in at least twelve (12) total hours of cultural competency professional development within three years of hire.~~In order to fulfill 13.2.8, current faculty members shall participate in at least ten twelve (12) total hours of professional development focused on diversity / cultural competence / social justice by June 30, 2022. New faculty members shall participate in at least twelve (12) total hours within five three years of hire.~~

~~23.14.5.1.— Faculty members may complete such responsibilities by choosing from relevant: events sponsored by the department, CCPD, FPD, Diversity Council, Faculty Council, the Faculty Association, OEA, NEA, Equity Lens, and/or other college organizations; Faculty Professional Development activities (e.g. Faculty Inquiry Groups, Academic Colloquia, roundtables); conferences, workshops, or lectures; independent research or sabbatical projects; undergraduate or graduate level coursework; presentations at workshops, conferences, or colloquia; article or book writing or publication; textbook review; volunteer experience with relevant community groups (e.g. CISCAP, NAACP); completion of curriculum development projects; writing of grant proposal; and/or participation in social justice activism.~~

~~23.14.5.2.— Faculty members shall document professional development outlined in 13.8.2.1.1 in the developmental evaluation process.~~

~~23.14.5.3.23.16.5.1.~~ For the purpose of 13.2.8, relevant topics include, but are not limited to: race, ethnicity, culture, language; religion and spirituality; socio-economic background and social class; accessibility, age, ability, and mental health; veterans and military status; understanding social justice and/or the dynamics of power, privilege, and oppression; gender spectrum, sexual orientation, sexism, and heterosexism; intersectionality; prison industrial complex and school-to-prison pipeline; implicit bias; and sexual assault.

23.17. **Mandatory Training.** The College shall provide notice to the Association and affected faculty of all mandatory College-wide training. Affected faculty shall have no fewer than 30 working days to complete the required workshops/training.

~~23.15.~~23.18. All faculty shall be paid at their regular hourly rate for the annual cumulative time of any such mandatory College-wide workshops/training, and the annual cumulative time shall be rounded up to the nearest hour for the purpose of compensation. In the event that additional College-wide training is assigned after the initial annual assignment, the estimated time shall be rounded up to the nearest hour for the purposes of compensation.