

Professional Development Implementation and Oversight Committee

Charge

The Professional Development Implementation and Oversight Committee, commissioned by and reporting to the Faculty Council, is charged with the implementation of the Professional Development component of the Faculty Compensation Plan. Specifically, the committee will:

- Oversee the implementation of the Professional Development component of the Faculty Compensation Plan (hereafter referred to as the PDFCP) as approved by the District Board of Trustees. This includes, but is not limited to, interpreting the PDFCP when specific questions arise.
- This Committee (the PDIOC) will be the **final arbiter** of what activities qualify as professional development under the PDFCP plan in general and specific instances when faculty and deans can not agree. (deleted by Faculty Council Nov 15, 2007)
- Communicate with the college faculty, the Faculty Council, and other college groups regarding the implementation of the PDFCP. The committee will identify meaningful and varied professional development opportunities that are eligible for recompense and will communicate these opportunities to the faculty.
- Oversee the website where the PDFCP is located. This website should include the minutes of all meetings of the Professional Development Implementation and Oversight Committee and all changes or additions to the PDFCP that have been approved by the Faculty Council.
- Consider individual circumstances and needs in relation to the professional development of faculty.
- Recommend to the Faculty Council:
 - Changes to the PDFCP
 - An assessment plan for the PDFCP
 - Changes in the financial remuneration to faculty for completion of the steps approved for professional development activities
 - Changes to the charge, composition or structure of the Professional Development Implementation and Oversight Committee

Faculty Staffing and Committee Rotation

The Faculty Council has determined that the Professional Development Implementation and Oversight Committee will be composed of 12 tenured faculty members whose terms will last two years, staggered so that six will come up for reappointment each year. The first year the Faculty Council will appoint six members to 1-year terms and six to 2-year terms. Members who have served previously on this committee are not excluded from seeking new terms. Membership terms on the committee will begin in January. The CLO or designee will be an ex-officio member of this committee. The committee will also have at least one dean to serve as an ex-officio member.

The Committee will have faculty co-chairs—one whose term expires in two years and one whose term expires in one year. The Committee will choose the co-chairs.

The responsibility of the co-chairs will be:

- Set the agenda and facilitate all meetings
- Communicate directly with the Faculty Council any important issues that arise
- Insure that accurate minutes are recorded
- Insure that the website containing the PDFCP, and the minutes of this committee is current
- Approve substitutes or proxies for faculty members who cannot or do not attend meetings of this Committee.