

**West Virginia Northern Community College**

**FACULTY PROFESSIONAL DEVELOPMENT**

Effective Date: June 24, 2004

Date Approved by WVNCC Board of Governors: June 24, 2004

Authority Reference: HEPC Title 133, Section 9

Replaces previous policy dated:

**Rule:** Continuous professional development is the inherent responsibility of each individual full-time and part-time faculty member. Professional development is a recognized part of the full-time faculty member's workload and a central objective in the faculty evaluation rule. It serves as part of the criteria for all promotion and merit pay increases. Each full-time faculty member develops and submits for approval by the Dean of Academic Affairs an individual Professional Improvement Plan as part of annual and long-term goals.

The individual Professional Improvement Plan (PIP) addresses both individual development in the field of responsibility as well as instructional and other professional responsibilities to achieve the college mission and goals. Activities are expected to include individual faculty initiatives as well as college-supported and planned activities. The PIP identifies the portion of faculty workload dedicated to professional development, expected outcomes and changes, and the method for sharing newly acquired knowledge and skills with peers.

Through ongoing consultation of faculty, academic administration and the President's office, the College creates a professional development program designed to enhance the professional level and teaching effectiveness of the faculty, including part-time faculty.

This written institutional program plan includes budget and other resources dedicated to professional development, such as Professional Development Center. The professional development program shall have a means of identifying faculty needs, identified goals, expected outcomes and objectives, a schedule of activities to be made available during the fiscal year, on-line resources, appropriate organizational structures, procedures, standards, and criteria for on-going operation and assessment.

To the degree possible, the College will allocate resources available for individual faculty development and support participation through schedule adaptations, leaves without pay, and other means consistent with approved professional improvement plans, when feasible. Resources and procedures for application will be made known to all faculty as part of the institutional professional development program.