

CP 5.1.12

Professional Organizations for Faculty

Related Board of Trustee Policy: BP 5.1.12

Responsible Official *Vice President for Learning and Student Services*

Approvals *10/17/08*

Revision

Procedure

1. Documentation of such activities becomes part of each faculty member's personnel file.
2. A special budget for professional travel is provided to each instructor for the purpose of attending professional meetings and workshops.
3. Requests for absences to attend professional meetings or workshops are placed in advance with the Dean(s) and the Vice-President for Learning and Student Services. Requests are reviewed and granted on an individual basis.