

Criteria for Approving Professional Development Funding

Faculty, Classified and Administrators/Confidentials

Professional development funding is available in support of enrichment activities that support the mission of the college. This is the second year of the pilot process for funding professional development activities. Those individuals seeking professional development have an opportunity to indicate through their evaluation processes, those areas they need support in or wish to further develop personally and within their disciplines/professional roles at NVC. All are encouraged to apply for funds as outlined below (specific examples and more details on the TLC web page):

Individual Activity Requests

- Individual applicants for this process may include faculty, classified staff, and confidential employees (administrators)
- Division or larger department group activity, project, or presenter needs to be included as part of the unit plan process
- Conference attendees/trainees may be asked to participate in on-campus training opportunities or to share what they have learned with others across campus

Funding and Conference Limits

- During the academic year, there will be a limit as to how many conferences an individual can attend in one year
- Priority will be given to those who submit completed requests to Christina Rivera/TLC Office at least 45 days ahead of event
- Out-of-state travel: Requesting to attend a single out-of-state conference is limited to full-time employees and a team (3 or 4 maximum) will be considered for a single out-of-state conference. The President must approve out-of-state travel requests.

Activity Approval

- Activities must have a demonstrable impact on students and/or staff at NVC
- Individuals will be funded based on direct training benefits for the individual's specific role at the college and/or the NVC strategic plan such as increased access for students or use of new technologies to deliver innovative and effective teaching and learning strategies
- Conferences that are not endorsed by the employee's dean or supervisor will not be funded.