



Economics Department Professional Development Funds Policy

I. Preamble

The department and College recognize the importance of encouraging and supporting bargaining unit faculty members in professional development activities that enhance the faculty member's professional life, as well as the university's academic mission. As section 1 of Article 35 of the Collective Bargaining Agreement (CBA) with United Academics states, "Professional development extends, but is not limited, to workshops, courses, professional conferences, and participation in professional organizations related to the bargaining unit faculty member's academic discipline and job duties." This policy does not address the expenditure of academic support account (ASA) funds, external grants or awards which have restrictions on use, or endowment funds which have restrictions on use.

II. Available Funds

Funds available for professional development activities may come from supplies and services (S&S) funds allocated centrally from the College and other discretionary funds available to the department (e.g., summer session dividends or unrestricted endowment accounts). Professional development support is only one possible use of these available funds, and the department head will determine how much of available funds (if any) will be allocated toward professional development activities in consultation with the faculty, consistent with the department's internal governance policy.

III. Allocation of Funds

The allocation of professional development funds will be at the discretion of the department head. Subject to funding availability as assessed by the department head, each TTF and Career NTTF can expect travel support for two sufficiently meritorious professional trips per year, including, but not necessarily restricted to workshops, conferences, seminars and data collection. Expected travel funds do not accrue. Support available for any given trip is restricted by limits set by the department head at the start of each academic year. Additional requests for travel funds, as well as requests for other types of professional development funds are considered exceptional, and may be vetted by the executive committee before a decision is taken by the department head.

IV. Distribution and Accounting of Expenditures

Professional development funds will be distributed as expenditures occur, not transferred into faculty accounts in advance. The department head and department manager will keep updated records on commitments of professional development support to individual faculty members.