

Policy for Allocation of Professional Development Funds

Department of Earth Sciences

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 come from supplies and services (S&S) funds allocated centrally from the College. Professional development support is only one possible use of these available funds, and the department head will determine how much of available funds will be allocated toward professional development activities in consultation with the faculty, consistent with the unit's internal governance policy.

III. Allocation of Funds

The Department of Earth Sciences allocates professional development funds each year to supplement funds provided by the CASIT computer replacement program. Faculty purchasing a new computer through this program typically require a model that exceeds the CASIT allowance.

Special requests for funding from TTF and career NTTF will be considered by the department head on an ad-hoc basis. Funding decisions will take into regard past funding requests, availability of alternative funding and/or matching funds, and the degree to which the to-be-funded activity benefits the department.

IV. Distribution and Accounting of Expenditures

Professional development funds will be distributed as expenditures occur. No funds are transferred into faculty accounts. The department accountant keeps updated records on expenditure of funds.