

STATE BOARD FOR COMMUNITY COLLEGES AND OCCUPATIONAL EDUCATION

PROFESSIONAL DEVELOPMENT

BP 3-65

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REFERENCES:

C.R.S. 23-5-117
C.R.S. 23-5-123
State Fiscal Rules
State Personnel Rules

ISSUED BY:

Joe D. May, System President

Policy Statement

The Board is committed to providing professional development opportunities for faculty and staff that fosters organizational development through activities that develop a better understanding of the system/colleges role and mission, enhances student learning, develops leadership and management skills, and promotes individual and organizational effectiveness. Professional development is a shared responsibility between the system, college and the individual. Participation in professional development activities is not an entitlement but is granted on the basis of merit.

Professional development participation is granted at the discretion of the president, subject to availability of funds and approval of the supervisor.

Scope

Unless otherwise specified herein, this policy applies to faculty, adjunct faculty (instructors), administrators, professional/technical staff, contract staff and classified employees.

Definitions

President: the term "president" when used in this policy refers to the college president in the case of employees at state system community colleges and to the system president in the case of employees on the system central staff.

Professional

The president at his/her discretion may grant professional Development development leave with full pay, reduced pay, or without pay to Leave eligible employees to improve individual effectiveness, to improve the ability of the organization to meet established goals and objectives, to improve job competencies, to ensure workplace currency, to work toward the completion of a agree or other job related activities.

Leaves granted under this provision will be in accordance with board policies, state laws, state fiscal rules, state personnel rules, and in consideration of budgetary needs, work schedules, and the impact on the ability to fulfill the role and mission of the college or the system.

Professional Development Programs

System colleges and the system office should collaborate where possible in order to ensure professional development opportunities for all interested employees. The following models provide the framework for a comprehensive professional development program designed to improve the effectiveness and/or professional competencies of all employees.

Orientation Programs

Designed to ensure that new employees are introduced to the organizational structure, culture and to those policies and procedures that will affect them.

Basic Skills Training

Designed to ensure that employees are given the necessary job specific skills needed to be successful in their job.

Professional Growth/Improvement

Designed to provide opportunities for employees to enhance their professional competencies through advanced study, focused workshops, seminars and other training/educational opportunities.

Supervisory Training

Designed to ensure that those individuals with supervisory responsibilities are trained in the fundamentals of supervision including selection, evaluation, conflict resolution and other necessary skills.

Management and Leadership Development

To promote and support programs designed to strengthen management and leadership skills of community college employees at all levels.

Sabbatical Leave for Teaching Faculty

Sabbatical leave is for the purpose of encouraging regular full-time teaching faculty members to develop skills and abilities, which will be of significant benefit

to the faculty member and which results in adding value to the college/system and the students' education.

Sabbatical leave will be granted on the merits of the proposed activity and must relate directly to the faculty members assigned teaching discipline.

Sabbatical leave may be granted to regular teaching faculty at any time after completion of at least six consecutive full-time full-year contracts of employment in regular teaching faculty positions. Sabbatical leave is granted at the discretion of the president and is subject to approval by the Board.

Sabbatical leave may be granted for up to a maximum of two terms. A leave of one term or less will be at full pay. Leaves of more than one term will be at half pay.

Faculty who fail to return to the college/System at the end of sabbatical leave for at least one full contract year immediately following the leave, or who fail to comply with the terms of this policy shall make restitution to the college of the salary paid to them during the leave. Restitution will not be required in the case of faculty who are approved for disability benefits, faculty who are non-renewed, reduced in force, or dismissed, or in the case of death of a faculty member while on sabbatical leave or within the first contract year after return from such leave.

Procedures

The system president and college presidents shall promulgate procedures needed to implement this policy.