

COMMUNITY COLLEGE OF VERMONT FACULTY DEVELOPMENT POLICY

Revised: January 15, 2015

*See also:
Guidelines for
Distribution of
Faculty Professional
Development Funds*

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POLICY

CCV is committed to faculty development in order to improve learning outcomes in academic programs, offer enhanced support for CCV instructors, and create active, reflective, and responsive learning environments.

PROCEDURES

To support faculty members with their work in the classroom, CCV provides a wide array of development activities.

Professional Development:

1. CCV requires specific development for first-time CCV faculty, including:
 - a. Participation in Great Beginnings, an Orientation to Teaching and Learning at CCV;
 - b. Participation in the Introduction to Online Teaching course if teaching a CCV online or hybrid course for the first time; and
 - c. Completion of required VSC training modules on FERPA, Data Security, and VSC Policies 311 and 311-A, pertaining to Discrimination, Harassment, Sexual Misconduct, and Related Unprofessional Conduct.

2. All CCV faculty members are encouraged to engage in professional development to improve classroom teaching and learning through:
 - a. Attendance at CCV conferences and academic center activities;
 - b. Ongoing dialogue with CCV academic staff regarding best practices of teaching and learning;
 - c. Review of course evaluation feedback collected during and at the end of each semester; and
 - d. Participation in development opportunities outside of CCV related to teaching and learning in one's curriculum area.

3. As part of their professional development, CCV faculty members may also request to attend a CCV class they are not contracted to teach.
 - a. Faculty may attend a CCV class for one or more sessions with prior approval from both the contracted instructor and the supervising coordinator of the class.
 - b. Faculty who wish to register in a CCV course in order to earn credit may request to use Faculty Professional Development Funds toward the cost of tuition.

- c. To be eligible to receive reimbursement, faculty must meet the criteria outlined in the Guidelines for Distribution of Faculty Professional Development Funds.
- d. Prepayment of Faculty Professional Development Funds for enrollment in CCV classes can be requested through the Academic Dean's Office.