



# Policy Manual

<b>Title:</b> Staff and Program Development Plan	<b>Number:</b> A6Hx2-2.13
<b>Legal Authority</b> Fla. St. Bd. Of Ed. Admin Rules 6A-14.029	<b>Page:</b> 1 of 2

## GENERAL STATEMENT.

Consistent with Broward College’s vision, mission, and core values, Broward College is committed to supporting professional development for its faculty and staff. As part of the budget preparation process, the President shall submit a plan for staff and program development for the next fiscal year to the Board of Trustees. The allocations included in this plan shall be up to two percent of the previous year’s allocation based on the state college program fund. The President is authorized to implement procedures to govern the staff and program development plan. (Referred to as SPD hereafter)

## THE POLICY and THE FACULTY AND STAFF.

The core values of Broward College reflect the six core values of academic excellence and student success; diversity and inclusion; innovation; integrity; sustainability; and lifelong learning. The College’s professional development programs support these values. Per the College’s mission statement, the institution and the District Board of Trustees are committed to fostering a learning-centered community that celebrates diversity and inclusion by empowering and engaging students, faculty, and staff. Commitment to comprehensive organizational learning in support of the College’s core values and cultural competency is reflected in the College’s professional development offerings developed and administered through the Division of Human Resources and Equity.

This policy will operate in conjunction with Policy 6Hx2-3.33 Professional Development. The SPD plan/fund is the primary source of funding for professional development under Policy 3.33 Professional Development.

## IMPLEMENTATION and OVERSIGHT.

The President has the authority to issue implementing procedures for this policy. The Vice President for Human Resources and Equity has responsibility for oversight of this policy and for the development of collegewide professional development programs. Specific approval for professional development plans for administrators and professional technical staff is administered through the Division of Human Resources. Pursuant to Article 7.40 of the *Collective Bargaining Agreement between the Board of Trustees of Broward College and the United Faculty of Florida*, required professional development plans are approved by campus administration and the Vice President for Academic Affairs. The Vice President for Human Resources and Equity has responsibility for oversight of this policy and final approval, as the President’s designee, of SPD travel and program requests consistent with the procedures.

## VIOLATION OF POLICY.

Violations and appeals to this policy will be considered by the Vice President for Human Resources and Equity and/or his/her designee. Violations of this policy may also subject the employee to appropriate disciplinary action up to and including termination.

**History:** Issued on January 16, 1979; revised on March 19, 1991; revised and re-numbered on April 16, 1997; revised on January 26, 2005; revised on October 25, 2006.; revised on July 28, 2009.

<b>Approved by the Board of Trustees</b>	<b>Date</b> 7/28/09	<b>President’s Signature</b> 	<b>Date</b> 7/28/09
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- For non-represented employees, action will be taken pursuant to the terms and conditions of the relevant employment contract, if applicable.
- For full-time Faculty, refer to the Collective Bargaining Agreement between the Board of Trustees of Broward College and United Faculty of Florida, Broward College Chapter, Article 2.33.
- For represented professional technical staff, refer to the Collective Bargaining Agreement between the Board of Trustees of Broward College and Federation of Public Employees, Article 2.

## DEFINITIONS

**Staff and Program Development (SPD):** special fund set aside for the purposes of providing opportunities for faculty and staff to develop professionally and to create programs that will enhance the curriculum, student support services, academic support services or other College related areas.

**History:** Issued on January 16, 1979; revised on March 19, 1991; revised and re-numbered on April 16, 1997; revised on January 26, 2005; revised on October 25, 2006.; revised on July 28, 2009.

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