

**ACADEMIC EXCELLENCE AND THE BACCALAUREATE  
PROGRAM AT BROWARD COLLEGE:  
NEW PROTOCOLS AND EXISTING CONTRACT PROVISIONS**

## **BACKGROUND**

As Broward College implements the baccalaureate programs, the *one-college model* and philosophy will guide the development of the appropriate personnel protocols and policies. Since a home campus will be designated for each baccalaureate program, the College has considered carefully how to ensure appropriate coordination with the other campuses whose faculty may be considered for teaching responsibilities in the baccalaureate programs housed on a different campus. In all cases, this model will ensure that the provosts are consulted during the faculty selection process and their approval is solicited for faculty serving on other campuses. It also will ensure standard review of qualifications, pay methods, and maintenance of teaching excellence. When faculty from the home campus of the baccalaureate program are designated for teaching responsibilities in the baccalaureate program, the same rigorous standards for academic quality, qualifications, consistency in pay methods, and scheduling will apply.

## **PROTOCOL**

The following protocol addresses selection of full-time and adjunct faculty for the baccalaureate programs:

### **PROTOCOL FOR SELECTION OF FACULTY FOR THE BACCALUAREATE PROGRAMS**

Given the fact that full-time faculty are hired by a given campus for teaching lower division courses, consideration must be given to their current teaching schedules and assignments in ascertaining the availability of these faculty to teach in the baccalaureate programs on another campus. As a result, this protocol defines the process expected in determining the ability to offer baccalaureate courses to full-time faculty on another campus.

1. The Provost or his/her designee of the campus where the baccalaureate program is housed must contact the dean of the home campus of the faculty member to obtain approval for that faculty member's participation in the baccalaureate program. The dean of the home campus will, in turn, review and approve/disapprove the request, and forward the request for final approval to the Provost.
2. The request should include the course or courses involved; contact hour information; schedule; in-load, overload or extra pay request; associated office hours; availability of office location; pertinent budgetary information including travel costs for reimbursement; additional training needed; and any other relevant information.
3. If approved, the home campus will offer the assignment to the faculty member.
4. If the faculty assignment is in-load, a Personnel Requisition must be prepared and approved by the home campus dean and Provost and forwarded to Human Resources.

5. For adjunct faculty currently hired at a given campus, a courtesy call must be made to the Provost or his/her designee of the home campus, to ensure that maximum adjunct hours will not be exceeded and that the home campus is aware of the assignment.

For faculty teaching on the home campus designated for the baccalaureate program, the same type of review process is expected in terms of required qualifications, determination of in-load, overload or extra pay; scheduling, etc.

## **CONSISTENCY WITH EXISTING CONTRACT PROVISIONS**

In all cases, the selection of faculty for baccalaureate programs and payment methods will conform to the provisions of the existing contract between the Board of Trustees of Broward College and the United Faculty of Florida/Broward Community College Chapter.

The current faculty salary schedule in Article 5.10 recognizes both rank (based upon faculty qualifications) and years of experience. As such, it explicitly awards higher pay for doctoral-prepared faculty. The grid is not discipline-specific, and consistent with the requirements of the Southern Association of Colleges and Schools, the College recognizes the importance of credentials as a guiding factor in the compensation process. The College's policy 6Hx2-3.03-Criteria for the Assignment of Rank for Faculty governs the assignment of rank with the appropriate credentials for rank designation.

In addition, specific provisions in Article 5 (Faculty Compensation) of the contract discuss course load limit, payment for contact hours, extra-pay teaching assignments, and other related forms of compensation.

## **PROFESSIONAL DEVELOPMENT**

A systematic review of other community colleges with baccalaureate programs finds that Broward College has one of the strongest professional development programs in the state. The contract between the Board of Trustees of the College and the United Faculty of Florida/BC Chapter contains a lengthy article (7.40) addressing the required professional development plan for faculty members within each seven year period, beginning from initial employment. The plan requires 90 clock hours of professional development training comprised of 6 semester hours graduate or undergraduate study in the discipline, or equivalent educational experiences.

The Human Resources Division also maintains professional development records and certifications, and ensures that these provisions are followed. Additional training required for the bachelor's of education program is provided with professional development credit.