

### SECTION 3, COMPREHENSIVE STANDARD 3.7.3

The institution provides evidence of ongoing professional development of faculty as teachers, scholars, and practitioners.

#### JUDGMENT OF COMPLIANCE

Compliant

Partially Compliant

Noncompliant

#### RATIONALE FOR JUDGMENT OF COMPLIANCE

North Georgia College & State University encourages and supports its faculty in their continued professional growth and development in accordance with the 1995 University System of Georgia (USG) Faculty/Staff Development Policy Directive [[1](#)].

System level programs and initiatives to enhance career development for faculty, staff, and administrators include: (1) tuition remission and reimbursement; (2) courses offered through Continuing Education; (3) courses offered through a Department of Technical and Adult Education (DTAE) institution; (4) external professional programs and conferences; and (5) System-wide/institutional faculty and staff professional development programs (see Board of Regents Policy Manual [[2](#), Section 802.18]). In addition, the Board of Regents mandates that each institution within the University System reserve at least one percent of full-time employee salaries for faculty and staff development. This one percent is matched by state appropriated funds, to the extent that funds are available.

NGCSU's funding of faculty and staff development related endeavors and employee salaries, as well as the dollar amount of one percent of full-time employee salaries for the past five years are presented below.

FY	Faculty and Staff Development Funding	Employee Salaries	1% of Full-time Employee Salaries
2002	\$162,520	\$16,141,546	\$161,415
2003	\$223,913	\$17,308,490	\$170,647
2004	\$241,586	\$17,567,690	\$175,677
2005	\$269,444	\$18,064,680	\$183,085
2006	\$351,491	\$19,227,054	\$192,271

Expenditures by NGCSU for faculty and staff development exceed the required one percent of full-time employee salaries for each of the past five years. State-appropriated matching funds have not been provided for any of the five fiscal years.

In order to help foster professional growth and development of its regular full-time employees, NGCSU has implemented a tuition assistance program. This program provides tuition assistance for qualified employees who wish to take relevant coursework at a USG institution. All regular full-time employees of NGCSU who have been employed for at least six months are eligible to participate, subject to specified conditions. Courses must be taken at a USG institution; a regionally accredited, degree-granting college or university; or at a Department of Technical and Adult Education (DTAE) institution. A course at institutions other than NGCSU is eligible only if an equivalent course is not available at NGCSU. A course at a private institution is eligible only if an equivalent course is not available at a USG institution within 70 miles of NGCSU. Courses must be taken for credit and must be job-related. Job related courses are defined as those in which the course content is of direct and significant assistance to the employee in carrying out present duties and responsibilities, or in professional development. Courses that are not directly related to a specific job, but form part of a career-related degree program, also qualify. Continuing education courses, audited courses, and courses or training taken for self-enrichment is not eligible. An employee may request tuition remission for up to three courses per semester (regardless of the number of semester/credit hours per course). North Georgia faculty members are apprised of the availability of this program through the NGCSU Faculty Handbook [[3](#), Section 6.1].

Based on a survey conducted by the Institutional Effectiveness Office in April 2006, five current faculty members have completed a total of 28 courses since January 2001 using the tuition assistance program. Two of these faculty members are currently enrolled in Ph.D. programs, one has recently completed a Ph.D. and one received a Family Nurse Practitioner Post Masters Certificate.

Persons who have been continuously employed as full-time employees at NGCSU for three years or more may be granted educational leave without pay for periods not to exceed one year at a time for the purpose of encouraging professional development (for example, to complete a doctorate). The employee will be expected to exhaust all accrued vacation leave prior to any such leave without pay. Such approved leave allows the employee the right to elect to continue group insurance benefits with institutional participation. All other benefits are prohibited which would otherwise accrue to the employee.

Grants in support of professional development such as travel to conferences are available each year to faculty members. Prior to FY06 faculty members wishing to apply for a professional development grant submit a "Faculty Development Funding Request" form. These forms are typically made available both through the NGCSU website and through hardcopy in each department's office. Completed forms are submitted to the Faculty Development Committee by an announced deadline. This committee considers requests from faculty during three cycles per year. The committee considers requests for travel in the continental U.S. by faculty who will be presenting or will be carrying out responsibilities as officers or board members of the professional organization hosting the conferences. Funding recommendations for international travel and for conference participants who are not officers, board members, or presenters are not in the domain of the Faculty Development Committee, but the Vice President for Academic Affairs has funding to support these activities. Funding for requests is based on a variety of criteria, including the relative merit of the request, the funding available, the number of requests received, etc. Often, because of the number of requests received, requests for funding are fully funded, partially funded, or not funded at all. In any case, faculty members are notified by mail of funding made available for their request. Beginning with FY06, funding decisions are the purview of each academic dean, with each dean collaborating with school department heads and faculty to establish criteria for the awarding of funding for faculty travel to conferences both domestic and international and for faculty research grants.

The mission of the Faculty Development Advisory Council (FDAC) is to promote faculty development by organizing, coordinating, and sponsoring activities for NGCSU faculty in the areas of teaching and learning. The FDAC designs opportunities to promote individual, departmental, and institutional growth focused on quality innovations in curriculum and instruction. The FDAC sponsors the Leaders in Technology Program (LITP). This program provides the opportunity for faculty members to develop applications of instructional technologies for their courses and programs.

The Center of Teaching & Learning Excellence [4], formerly the Office of Teaching and Learning Excellence, begins its first year during AY2005-2006. The mission of the Center of Teaching & Learning Excellence program at North Georgia College & State University is to enhance teaching and learning at the collegiate level through ongoing support and development of the faculty. Because teaching and learning are valued above all other pursuits at NGCSU, the program strives to promote innovative teaching as a scholarly activity; encourage, recognize, and reward demonstrated excellence in teaching; enhance collegiality by cultivating an atmosphere appropriate to a

community of learners; and foster the sharing of talent, enthusiasm, and expertise of the academy. The Center's goals are to facilitate faculty dialogue related to effective teaching practices and to the development of partnerships within and across disciplines and academic institutions; to provide on-going training and support in the development, review, and implementation of teaching methods, assessment practices, curricular innovation, and current technologies; to maintain a collection of teaching resources including current professional literature, videos, technological tools, and a faculty-network database; to disseminate information about professional development opportunities, materials, and grants through a variety of media; to coordinate a faculty mentoring program; to direct a Model Teacher Initiative which awards stipends to faculty for the development and implementation of creative teaching practices; to assist in addressing institutional issues and problems affecting the teaching-learning climate; to serve as an advocate for teaching-related academic initiatives; and to assemble an interdepartmental leadership team to provide assistance to faculty interested in invigorating their teaching.

All of these initiatives demonstrate NGCSU's commitment to the continuing professional development of its faculty as teachers, scholars, and practitioners. NGCSU's monetary allocation for faculty and staff development activities spans faculty travel, faculty teaching and learning retreats, LITP, the STARS program, and the office of Teaching and Learning Excellence. Specific amounts over the past six years include \$150,420 for FY01, \$162,520 for FY02 (increase of 8% from FY01 and compared to a 1.9% increase in full-time faculty), \$223,913 for FY03 (increase of 37.8% from FY02 and compared to a 3.4% increase in full-time faculty), \$241,586 for FY04 (increase of 7.8% from FY03 and compared to a 6% increase in full-time faculty), \$269,444 for FY05 (increase of 11.5% from FY04), and \$351,491 for FY06 (increase of 30.5% from FY05).

#### Document Reference:

Number	DB Num	Document Title	Resource
1		1995 USG Faculty/Staff Development Policy Directive	<a href="http://www.usg.edu/chancellor/directives/facdev.phtml">http://www.usg.edu/chancellor/directives/facdev.phtml</a>
2		Board of Regents Policy Manual, § 802.18	<a href="http://www.usg.edu/regents/policymanual/800.phtml">http://www.usg.edu/regents/policymanual/800.phtml</a> - 802 Section 802.18
3		NGCSU Academic Affairs, 2004-2005 Faculty Handbook, Section 6.1	<a href="http://www.ngcsu.edu/VPAA/Fcltybk/index.htm">http://www.ngcsu.edu/VPAA/Fcltybk/index.htm</a> Section 6.1

Number	DB Num	Document Title	Resource
4		Center for Teaching and Learning Excellence website	<a href="http://www.ngcsu.edu/ctle/index.htm">http://www.ngcsu.edu/ctle/index.htm</a>