

Name _____

Academic Year _____

FACULTY/ADMINISTRATORS PROFESSIONAL DEVELOPMENT PLAN

Each annually contracted faculty member and exempt employee will complete a professional development plan each year by **March 15**. The plan will be for the following academic year.

1. Professional goals (may include technology training):

2. Professional development activities planned:

(This includes membership in professional organizations, travel, exchanges with other colleges or industry, conferences, seminars, courses, systematic reading or research, work experience, technology training, and publications.)

3. Preliminary sabbatical or leave plans:

Academic year: _____

Terms: _____

Activities planned:

Relevance to assignment:

Employee's Signature _____ Date _____

Supervisor Approval _____ Date _____