

<p style="text-align: center;">University Policy Statement California State University, Fullerton</p>

UPS 102.001

THE FACULTY DEVELOPMENT CENTER (FDC)

IN SUPPORT OF FACULTY IN
TEACHING, LEARNING, SCHOLARSHIP/CREATIVE ACTIVITY, TECHNOLOGY,
SERVICE & PROFESSIONAL DEVELOPMENT

The Faculty Development Center (FDC) has been established to promote faculty development, enrichment and engagement in all areas including teaching, learning, scholarly/creative, professional and service activities and the use of technology. The Center is based on a number of guiding principles described below.

- It recognizes and supports faculty in their multiple roles (e.g., as teacher, scholar, professional, community-member) and acknowledges the broad range and depth of their varied accomplishments.
- It supports discipline-based faculty development and focuses on increasing faculty and thereby student learning.
- It promotes cross-departmental, school and unit interactions and fosters collaboration among faculty, administrators and staff with shared interests and professional development goals.
- It reflects an awareness of different patterns of faculty growth and development and offers on-going, developmental, adaptive, and comprehensive support programs.
- It recognizes individual scholarly and creative pursuits as well as collaborative activities and developments.
- It creates opportunities for shared learning and experimentation emphasizing transferability of knowledge.
- It connects faculty growth and development to the university's vitality and seeks a balance between institutional needs and faculty goals.
- It reduces a sense of isolation among faculty, administrators, and other units on campus by building community.
- It informs faculty about the impact of external factors on the institution and fosters concomitant dialogue and adaptation.
- It encourages and supports faculty in undertaking new roles and responsibilities, and in developing new skills, particularly in the area of technology.

Structure of the Faculty Development Center (FDC)

1. The FDC shall consist of a Director, the FDC Board, a FDC Intramural Awards Sub-Committee and other such support as the University may assign to it.
2. The Director of the FDC shall be appointed by the President on the recommendation of the Vice President of Academic Affairs on the advice and consent with a Senate-appointed search committee and with input from the FDC Board and the Academic Senate, for a three year, renewable term. The Director shall be a tenured faculty member recognized for his/her expertise and understanding of issues involving faculty development. The Director of the FDC shall report to the Associate Vice President for Academic Affairs and the Academic Senate.
3. The FDC Board shall be a standing committee of the Academic Senate and shall have the following membership and duties.
 - (a) Membership

The Faculty Development Center Board membership shall be as specified in the Faculty Constitution (UPS 100.000, Article VII Standing Committees-Composition, Sec. 7).
 - (b) Functions
 - Conduct open meetings to review, evaluate and advise the Director regarding the formulation and implementation of a wide range of programs designed to assist faculty in enhancing teaching, learning, scholarly/creative, professional, and service activity, including the use of technology.
 - Review, assess and evaluate the effectiveness of FDC programs and make recommendations on future programs where appropriate.
 - Encourage, assist and serve as liaisons with their colleagues in enhancing faculty awareness and access of resources for faculty and program development.
 - Formulate, review, and recommend policies regarding educational innovation including the use of audio-visual materials, television and other technology-mediated instruction in the academic program of the University.
 - Evaluate the merits of educational and other faculty development disbursed funds and make recommendations where appropriate.
4. The FDC Intramural Awards Sub-Committee shall have the following membership and duties:

(a) Membership

The FDC Intramural Awards Sub-Committee shall be the same nine school/unit and library faculty and two student FDC Board members, the Director of Faculty Research and Development, plus the Chair of the Research Committee. Terms for members of the Intramural Awards Sub-Committee will be the same as for the FDC Advisory Board (i.e., two years each, with half of the initial appointees having terms of one year). The Intramural Awards Sub-Committee shall elect a chair from among the faculty members, exclusive of the Director of Faculty Research & Development who reports to the Director of the FDC.

(b) Functions

- Formulate and review criteria and policies for funding and recommend decisions regarding the disbursement of funds for faculty applying for support for development activities in areas such as promoting teaching effectiveness and teaching innovations. In the event that a faculty member of the Intramural Awards Sub-Committee submits a proposal for funding, that member will withdraw from all deliberations regarding their proposal.
- Evaluate the merits of educational and other faculty development disbursed funds and make recommendations where appropriate.

5. The Director of the FDC shall be responsible for the activities of the Center, including but not limited to the items listed below. The Director shall:

- a. Provide vision, leadership and delivery of a comprehensive program in support and recognition of the career-long development of faculty in teaching/learning, scholarly/creative activity, professional and service activity, and the role of technology in these activities.
- b. Coordinate a strong program of development, support and training that assists faculty with the new technology-enhanced instructional delivery systems.
- c. Work closely with the schools, academic departments and chairs, and other campus units such as the University Library and Computer Center regarding the design and implementation of a comprehensive program of support and development for faculty.
- d. Assemble, coordinate and disseminate information about campus programs, projects and activities to support faculty, including for example, a resource library of relevant information and publications (e.g., newsletters) on faculty development and related teaching or technology issues in higher education.
- e. Consult regularly and collegially with the Academic Senate, administration, and faculty and any other relevant division on policy formation and development.
- f. Oversee a team of faculty, professionals and staff, as well as an advisory board, in collaboration with faculty coordinators in specialized areas.
- g. Represent the campus to constituencies both internal and external to the CSU system involved with faculty development issues.
- h. Develop and manage a budget to assure the most appropriate use of resources.

- i. Create new revenue sources by developing grant and contract proposals related to faculty development.
6. The Director shall submit Annual Reports to Academic Affairs and to the Academic Senate.
7. The Director shall continue to remain current and active in teaching-related activities.

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