



## University Policy Statement

### UPS 102.001

## THE FACULTY DEVELOPMENT CENTER (FDC)

### IN SUPPORT OF FACULTY IN TEACHING, LEARNING, SCHOLARSHIP/CREATIVE ACTIVITY, 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 activities, professional and service activities, and the use of technology. The Faculty Development Center collaborates with other stakeholders to:

- Recognize and support faculty, acknowledging the broad range and depth of their varied accomplishments, both individual and collaborative.
- Enhance faculty's
  - pedagogical skills to support student learning and engagement
  - knowledge of and strategies for working with diverse students
- Promote cross-disciplinary collaboration and build a sense of community among faculty with shared interests and professional development goals.
- Develop programs to support different stages of faculty growth and development.
- Connect faculty growth and development to the university's mission, goals and strategies.
- Encourage and support faculty in exploring new roles and developing new research and scholarly activities and services.

#### Structure of the Faculty Development Center (FDC)

1. The FDC shall consist of:
  - (a) a Director,
  - (b) the FDC Board,
  - (c) a minimum of three faculty Content Coordinators,
  - (d) administrative staff,
  - (e) assigned space,
  - (f) and other support as the University may deem necessary.
2. The Director of the FDC shall be appointed to a three-year, renewable term by the President on the recommendation of the Vice President of Academic Affairs on the advice of a Senate-appointed search committee, which shall include at least two representatives from the FDC Board. The Director shall be a full-time faculty member recognized for their expertise and understanding of issues involving faculty development. The Director of the FDC shall report to the Assistant Vice President for Faculty Support Services. The Director of the FDC shall be responsible for the activities of the Center.

- The Director shall provide vision, leadership, and delivery of a long 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.
  - The Director shall continue to remain current and active in teaching-related activities.
  - The Director shall provide an annual summary of FDC activities to the FDC Board.
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 UPS 100.001 Academic Senate Bylaws.
  - (b) Functions
    - Advise the Director regarding the formulation and implementation of a wide range of programs designed to assist faculty in enhancing teaching, learning, scholarly/creative activities, and professional and service activities, 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.
    - When appropriate, evaluate the merits of educational and other Faculty Development Center disbursed funds and make recommendations.
    - 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 the event that a faculty member of the FDC Board submits a proposal for funding, that member will not review proposals for that particular funding opportunity.
4. The Chair of the FDC Board shall submit an Annual Report to the Academic Senate.

Source: Faculty Development Center Board

EFFECTIVE DATE: June 14, 2019  
Supersedes: UPS 102.001 dated 5-11-12  
and ASD 12-37