

Policy Number	8.7
Approval Body	Executive Committee
Policy Officer	Director Human Resources
Approval Date	June 2000

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## 8.7 FACULTY PROFESSIONAL DEVELOPMENT MONTH

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### ENABLING LEGISLATION + LINKED POLICIES

***Faculty Association Collective Agreement***

17.01 Professional Development Month Section

### OBJECTIVE

The objective of this policy is to foster the professional, instructional and research development of the Emily Carr University of Art + Design (University) continuing faculty and to support these faculty members in their efforts to advance their careers professionally, as artists/designers and as contributing members of the University.

### SCOPE

This policy applies to Regular and Probationary Teaching Faculty members. This policy does not apply to (excludes) Librarians.

### POLICY

1. In order to enable Regular and Probationary Teaching Faculty members to advance their careers, both professionally as an artist/designer and as a contributing member of the University, the University supports a formalized Development Program. Currently one month is provided every year for Regular and Probationary Teaching Faculty and Sabbatical/Education Fellowships are available to those who are accepted by a Committee upon application under the procedures established by the Committee and approved by the Board.
2. It is the goal of the Board to provide an outstanding and distinctive environment for all Faculty in order to retain and recruit the most diverse and qualified individuals in a very competitive post-secondary environment. The Board also supports innovation, research, scholarly activities and the requirement of practicing artists to keep up-to-date in their fields. The Board encourages the fostering of professional and instructional development and research, and encourages worthy projects in instructional methods, instructional research, pedagogical application of new technologies, and development of instructional materials.

### PROCEDURES

Deans are responsible for ensuring that their faculty members are aware of the criteria expected during their one month of Professional Development as follows:

- Potential value to students;
- Potential value to the general improvement of the quality of instruction at the University;
- Relationship between proposed educational practices and improved student learning;
- Adherence to a proposal format;

- Probability that the processes or products developed have a reasonable chance of providing credibility to the Faculty Member and/or the University.

In accordance with Article 17.01.3, reports to the Development Review Committee shall include:

1. Author and Faculty
2. Title of project(s)
3. Date
4. Funding received from outside sources
5. Number of hours author spent on the project(s)
6. Summary in narrative form of the project(s) reflecting on the results and implications and may include summaries of:
  - letters of testimony and/or commendation
  - awards/acknowledgements
  - memberships
  - licenses
  - newspaper clippings
  - certificates
  - articles written
  - speeches given
  - installations/exhibits
  - Proposals written.

(Note: originals do not have to be enclosed, but should be retained for reference)

7. Significance of the project(s) for improvement of instruction
8. Significance of the project(s) for the University

After receipt, the Committee may publish final reports in a booklet that will be distributed to all Deans, Department Managers and to the Board.