



San Francisco State University  
1600 Holloway Avenue  
San Francisco, California 94132

Academic Senate  
(415) 338-1264

## ACADEMIC SENATE POLICY

TO: Robert A. Corrigan, President  
FROM: *Mark Phillips*  
Mark Phillips, Chair, Academic Senate

Date: February 23, 1999

SUBJECT: POLICY #S99-183 (formerly #S93-183)

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### SOURCE COMMITTEE:

Executive Committee

### SENATE ACTION:

At its meeting of February 9, 1999, the Academic Senate approved the attached **Revised Policy on the Professional Development Council Charge and Composition.**

We solicit your concurrence.

COPIES TO: Paul Fonteyn, Associate Vice President for Research and Sponsored Programs

Attachment(s).

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### PRESIDENTIAL ACTION:

APPROVED: *[Signature]*

DATE: *3/26/99*



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## PROFESSIONAL DEVELOPMENT COUNCIL CHARGE AND COMPOSITION

### Academic Senate Policy #S99-183 (Formerly A. S. Policy #S93-183)

At its meeting of February 9, 1999, the Academic Senate approved the following revised policy on the Professional Development Council:

Purpose: The purpose of this all-university Council is to serve as the primary advisory body to appropriate agencies of the university in the area of professional development, which, for the purposes of this policy is defined as: research, scholarship, curricular and instructional development, and creative activities, as well as to oversee and conduct intramural grant programs.

#### A. Charge

1. The Professional Development Council, an all-university committee, shall:
  - a. promote a campus environment supportive of professional development.
  - b. exercise leadership in the development of policies and programs in support of professional development.
  - c. provide a forum for the dissemination of information and discussion of issues relative to professional development.
  - d. advise appropriate agencies of the university on the needs of faculty pertaining to professional development.
  - e. recommend procedures and changes in procedures to appropriate agencies that facilitate professional development (e.g. distribution of intramural funds to Provost).
  - f. formulate and/or revise for recommendation to the Provost and the Academic Senate University policies pertaining to professional development, and refer recommendations having implications for academic policy, to the Academic Senate for action.
  - g. invite, evaluate, and recommend funding of proposals pertaining to faculty professional development (e.g. Affirmative Action grants, Chancellor's mini and summer stipend grants, and Vice President for Academic Affairs Assigned Time grants).

2. The Professional Development Council's regular advisory statements and annual report shall be addressed to the President, the Vice President for Academic Affairs, and the Academic Senate.
3. Clerical support for the Council's activities shall be determined by the Office of the Vice President for Academic Affairs.
4. The Council shall hold at least three meetings per semester.

## **B. Membership**

1. The Professional Development Council shall be composed of the following:
  - a. Faculty Representatives:

one member elected by the faculty (tenured, tenure track, and lecturers) of each College and the Library for staggered two-year terms. Initially, this will be accomplished by faculty members drawing lots to determine one and two year terms. Individuals serving as College/Library representatives are eligible to succeed themselves in office;

one faculty representative chosen by the Center for the Enhancement of Teaching Advisory Board to serve a renewable one-year term;

one faculty representative chosen by the Executive Committee of the Academic Senate from a list of active PIs (Principal Investigators) or PDs (Project Directors) provided by the Office of Research and Sponsored Programs (ORSP) to serve a renewable one-year term; and

one faculty representative chosen by the Community Service Learning Steering Committee to serve a renewable one-year term.
  - b. One College dean selected by the Vice President for Academic Affairs for a renewable one-year term.
  - c. The Associate Vice President for Research and Sponsored Programs.
  - d. The Dean of Faculty Affairs and Professional Development.
2. Constituencies shall elect or select their members, as appropriate, so that terms of office may commence at the beginning of the academic year.
3. The Council shall select a chair from its membership at the first meeting of each academic year.

**\*\*APPROVED BY PRESIDENT CORRIGAN ON MARCH 26, 1999\*\***