Professional Development & Assessment Hours

The College Professional Development committee in consultation with the College administration will identify orientation, training, and workshop or professional development opportunities that are available for associate faculty compensation. A total of three (3) hours of compensation may be submitted for payment annually at Group 1, Step 1 of the Faculty Hourly Salary Schedule (Appendix B).

To facilitate associate faculty participation in discipline-directed assessment training, course level and/or program level assessment projects, the District will offer three (3) hours of compensation annually at Group 1, Step 1 of the Faculty Hourly Salary Schedule (Appendix B). Participating associate faculty will submit to their respective College Professional Development Committee a self-reflective narrative identifying the application of knowledge resulting from their participation in the three (3) hours of assessment related professional development activities. The results of an individual faculty member's assessment shall not be used as a criterion of evaluation.

To facilitate associate faculty participation in equitable student access and success, the District will compensate each participating associate faculty member up to three (3) hours of equity-related professional development.

With these guidelines in mind, associate faculty can submit and be paid for: 3 hours of equity-related professional development, 3 hours of general professional development, and 3 hours of assessment professional development on an annual basis.

How to Submit Your Professional Development & Assessment Hours

After completing a professional development activity or assessment project, send the following information to FacultyDevelopment@rcc.edu.

- Name
- Department's Name
- The length of the activity (specify in hours/minutes)
- Activity Name
- Activity Date
- If the activity was done outside of RCC, please include evidence of your attendance such as a registration confirmation or completion certificate.
- For assessment hours, include the following:
    - Date input into Improve/TracDat
    - Course Assessed
    - SLO # Assessed
    - Total # of hours completed
    - Self-Reflection or Summary of Activity (Attach if necessary)