From: Joseph Luke, VPAA

To: Frederick Emrich, Chair, Academic Council

Re: Policy on Professional Development

(Received via email 10 March 2021)

In order to provide clearer guidelines for the KIMEP University community, I am asking the curriculum committee to draft a professional development policy proposal that

·         Articulates and brings the University into compliance with MES requirements on faculty development;

·         Describes the responsibilities of KIMEP University in offering/supporting/evaluating professional development opportunities for faculty;

·         Identifies the responsibilities of KIMEP University faculty for engaging in, documenting, and reporting professional development activities;

·         Identify which existing committee or propose the creation of a Professional Development Committee (preliminary terms of reference and membership) that would include faculty in the process of planning professional development. The group would recommend and otherwise participate in decisions on topics for professional development activities, create annual professional development plans, etc.

·         Recommends ways of recognizing professional development achievements such as incorporating professional development as a factor in annual evaluation, teaching awards, research awards, etc.

Provide preliminary criteria for recognition of professional development training held outside of KIMEP that faculty might have attended.