

Grossmont College Faculty Professional Development Contract

Fall Spring 20_____

Submitted by _____ Department _____
Instructor

Check the boxes that apply:

- Full-Time Faculty: (Forty hours of professional development activities must be documented per July 1 – June 30 year).
- Full-Time Faculty: EXTRA-PAY (One hour of Professional Development activities for each hour of instruction and lab per week).
- Adjunct Faculty: (Required hours: one hour of Professional Development activities for each hour of instruction and lab per week).

A. Professional Development Workshops/Field Trips:

Activity	Date	# of Hours
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

B. Administrative Opportunities (if applicable)

- Keynote address _____ Department meeting _____
 - Division meeting _____ Office hours (5 hours allowed per semester for FT faculty) _____
- Total** _____

C. Independent Professional Development Activities

- Off-Campus conference/seminar/workshop
 Title of event _____ Number of Hours _____
 8 hrs/day maximum
 A Conference Attendance Request must be completed and approved prior to your departure.
- Special Project: Title of Project _____ Number of Hours _____
 A memo describing the project must be completed and approved prior to its completion.

Submitted by _____ Date _____
Instructor

Approved: _____ Date _____ Approved: _____ Date _____
Dept. Chair/Coordinator Dean