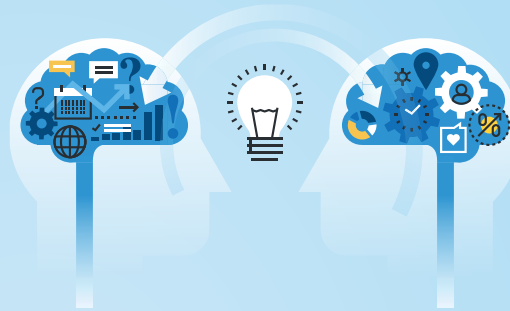


An opportunity for the part-time instructor at Lakeland Community College

Benefits

- ▶ Become part of a collaborative community made up of faculty members
- ▶ Get tools and training to help you meet the expectations for being a great teacher at Lakeland
- ▶ A chance to further faculty development
- ▶ An opportunity to enhance your portfolio
- ▶ A chance to improve your teaching/learning skills
- ▶ A chance for peer review training, committee work and professional development work
- ▶ A chance to learn, network and share your ideas while earning a monetary bonus
- ▶ Take advantage of support and resources
- ▶ Receive a stipend for your commitment to excellence



Part-Time Faculty Professional Development Program...

A special opportunity for the part-time faculty member

7-22 bc 12677

Part-Time Faculty Professional Development Program



PROF SHOP

faculty development to spark new ideas and expand knowledge

Lakeland
COMMUNITY COLLEGE

Purpose

The purpose of Lakeland's Part-Time Faculty Professional Development Program is to support professional development activities for part-time faculty in order to provide a broad range of educational approaches and support services necessary to ensure that students achieve their highest potential. This program supports faculty members in their ongoing commitment to the enhancement of their knowledge, skills and abilities that lead to student learning or academic success.

How does the program work?

Each program participant will attend college-designated seminars. These seminars will help acquaint the part-time faculty member with teaching in the community college environment as well as teaching and learning strategies to use when facing the adult learner. Part-time faculty complete 15 hours of college-designated activities. This learning program can be repeated and accomplished every two academic years.

What are the requirements?

Participants are required to submit the "intent to participate" application form. This form will serve as documentation for the beginning date of the program.

A part-time faculty member must have 15 approved points to be eligible to receive the \$250 before-tax stipend.

How to earn points *

- ▶ Attend an orientation (1 pt)
- ▶ Have your supervisor or their designee conduct a classroom observation and meet with you to provide feedback (1 pt)
- ▶ Attend college-approved seminars (1 pt)
- ▶ Present an approved professional-development seminar at Lakeland (3 pts)
- ▶ Volunteer on the Part-Time Faculty Advisory Committee or Part-Time Faculty Professional Development Committee (6 pts)
- ▶ Mandatory college-required sessions (pts vary)
- ▶ Instructional Technologies sessions; i.e., Blackboard, PROFshop, Quality Matters, Webex, etc. (pts vary)
- ▶ Off-campus professional development not funded by Lakeland (pts vary)
- ▶ For approval of professional development not specifically listed here, please contact the part-time faculty office secretary at 440.525.7193 or in A-2130.

*It is the faculty's responsibility to keep track of their points and seminars attended and provide the documentation to the part-time faculty office secretary at 440.525.7193 or in A-2130.

The process

Complete the Part-Time Faculty Professional Development-Intent to Participate form and submit to the part-time faculty office secretary in A-2130.

The form is available in part-time faculty offices A-2130, H-162, H-275 and T-153. The form is also available for download by logging in to myLakeland and click on the Faculty tab>Part-Time Faculty, scroll down to Related links on the right side and click on the link to Part-Time Faculty Professional Development-Intent to Participate form.

Upon completion of 15 points:

- ▶ Congratulatory letter will be mailed to your home
- ▶ Copy of congratulatory letter forwarded to your dean, chair and human resources
- ▶ Payroll notified to process \$250 stipend (less tax)
- ▶ Recognition at the annual Part-Time Faculty Appreciation Ceremony in May

If you have any questions or wish to know more about this program, please contact the part-time faculty office secretary at 440.525.7193 or in A-2130.

