

ARTICLE \_\_\_\_\_

**FACULTY DEVELOPMENT (PROFESSIONAL DEVELOPMENT)**

1. For the duration of this agreement, the Longy School of Music shall make available at least the same amount of funds as it did for the 20\_\_ academic year for faculty professional development. All bargaining unit faculty are eligible to apply and funds will be administered as outlined below

2. The deadline for submission of funding proposals will be June \_\_ and December \_\_ of each year. Proposals must include a brief application (including estimated expenses) and an explanation of the request and its relevance to the faculty member's work. Proposals due on June \_\_ will be for requests for the period July-December. Proposals due on December \_\_ will be for requests for the period January-June.

3. Various types of activities are eligible for funding, including conferences, workshops, performances, masterclasses and special projects. All professional development awards will be for reimbursable expenses only (for example, travel, registration, lodging and meal expenses). No grants or stipends (compensation) will be provided. Meal receipts do not need to be saved or submitted. Instead, meal expenses will be paid on a per diem basis with the first and last days of funded activities paid at 75% of the per diem rates.

Per diem rates will be paid in accordance with meal and incidental expense per diem rates found at:

[http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA\\_BASIC](http://www.gsa.gov/Portal/gsa/ep/contentView.do?contentId=17943&contentType=GSA_BASIC)

4. The maximum award per request is fifteen hundred dollars (\$1,500) and faculty members are limited to one funded application per year (July-June).

Each application may include funding requests for one or more eligible activities that occur within the six-month time period. Faculty members who submit and receive funding in one year shall be given lower priority for funding in the next year.

5. In determining the awards, the School shall consider the relationship of the activity to priorities given in the faculty evaluation process (teaching effectiveness, institutional service and professional activity) as well as the merit of the application, relationship of the activity to a faculty member's current work and timing in relation to the faculty member's evaluation cycle. The direct recruitment of students will not be a considered in the awarding and disbursement of Faculty Development funds.

(Union will have proposal on support for student recruitment)