

APPLY FOR AN ADJUNCT FACULTY DEVELOPMENT GRANT!

Keene State College recognizes the vital role adjunct faculty play on our campus. Through the collective bargaining agreement between the KSCAA and the University System of New Hampshire, KSC offers \$15,000 in grant awards for eligible adjunct faculty development annually. For adjuncts with 5 -29 semesters of service, the maximum award is \$800. This will become \$900 beginning January 1, 2016.

In addition, the KSCAA contract provides additional matching funds for adjunct faculty with 30+ semesters of service at the College. Upon successful application, awards made to these senior adjuncts will be funded up to a maximum of \$1,600 per award (increased to \$1,800 on January 1, 2016).

Proposals are reviewed by the Adjunct Faculty Development Grant Committee throughout the academic year on a rolling basis. Complete information and application materials can be found at <http://www.keene.edu/grants/afdg.cfm>. If you have further questions, please contact:

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KSCAA

Professional Development Grant Committee Members:

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Professional Development

**Keene State College
Adjunct Association**

Professional
Development
for Adjuncts
at KSC

Development Fosters Excellence



PROFESSIONAL DEVELOPMENT FUND

- A.** The College recognizes the importance of providing professional development opportunities to adjunct faculty members. Professional development activities include:
- Activities that will directly impact the faculty member's courses at the College, their content, pedagogy or assessment
 - Such activities may include attendance at conferences, lectures, workshops, or other training opportunities at the College or elsewhere, or travel to engage in scholarly activities.
 - These professional development activities must be clearly connected to classes taught or collaboration undertaken on campus.
- B.** Adjunct faculty members are welcome to attend professional development activities, including Professional Development week held at the end of the spring semester; New Adjunct Orientation sessions offered two weeks before the start of each semester; and workshops on topical issues announced via the campus e-mail system. In addition, unit adjunct faculty are invited to apply for limited funds for professional development activities under this Article.
- C.** Professional Development Week. Throughout the academic year, faculty have opportunities to participate in instructional development institutes, workshops, and round tables. Institutes are typically offered during the two weeks following Commencement. Faculty are also welcome to

contact the Center for Engagement in Learning and Teaching with ideas that they may have for institutes, workshops or roundtables.

- D.** Current professional development offerings for adjuncts include:
1. CELT: orientation and training specific to adjuncts offered in person and on line, including a web based handbook
 2. OPSR: Adjunct faculty Development Grant
 3. HR: KSCAA Professional Development Form for KSC Course Enrollment
 4. ISP: ITW & IQL Coordinators provide one on one and group sessions, plus links to resources and trainings.
 5. Task force on writing
 6. Calderwood Institute
- E.** It is expectation of the College that KSCAA unit members will engage in a minimum of two professional development experiences annually (normally, one per semester). Such experiences will help support College goals of enhancing effective teaching and learning strategies, transformative pedagogical development, technology training related to teaching. During FY 14, the College and the KSCAA will work to identify specific, relevant professional development experiences to be shared with the KSCAA membership in advance of the 2014-15 academic year.
- F.** In any semester in which an adjunct is teaching, he or she may enroll in courses at the College at no charge only on a space-available basis following the final

add/drop date for students.

- G.** Beginning in FY 15, the College will make available a sum of \$36,000 each year for on-campus professional development activities specifically related to the pedagogic expectations of the College and support needs for adjuncts.
- This fund will be administered by the Provost's Office and, in consultation with the KSCAA leadership professional development experiences appropriate for the Association will be planned and supported. This fund will also be used to incentivize member participation in a maximum of eight (8) hours of professional development experiences each year at the rate of \$25 per hour with payment made at the end of the contract period. Each year, the Provost will provide the KSCAA President will an annual summary of activity for this professional development fund. Unspent funds will be returned to the College at the end of each fiscal year.
- H.** In addition, the College will make available a sum of \$15,000 each year for off-campus professional development experiences. Adjuncts are eligible to apply to receive awards to support their development aims. This fund will be administered by three members of the adjunct unit and will include participation by a faculty member or staff member designated by the Provost. Any professional development money under this article will be paid to the faculty member within thirty (30) days of the activity. For those adjunct faculty members who have completed 30 semesters of teaching at the College, and who are awarded an amount of money from this pool, such faculty members will receive a matching grant from the College in the same amount as awarded from the pool (such matching grant will not be deducted from the \$15,000 pool).