


**TO:** Deans, Associate Deans, Department Chairs, PDRC members, and all  
TSS and TPS Faculty

**FROM:** Dr. R. Ray D. Somera  
Vice President for Academic Affairs 

**SUBJECT:** Development of a Comprehensive Professional Development Plan for  
Faculty

**DATE:** August 29, 2014

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Faculty professional development is an institutional responsibility, hence, this memo is about the big picture of faculty professional development at GCC. In light of the new Job Specs and faculty needs as revealed in the IDEA Survey, there is an urgent need to conceptualize and develop an institutional, comprehensive, and unified professional development plan for faculty that will include multi-faceted activities like mentorship, webinars, brown bag seminars, conference attendance, resource speakers, and other enrichment activities that can be done by faculty both online and offline.

I have tasked Dr. Liz Diego, TPS Associate Dean, to lead this initiative. She will do the initial review of literature, research and modeling from other community colleges in conceptualizing the establishment of a Center for Learning and Teaching (CTL) on campus. She will explore building a dedicated website for professional development activities that can be monitored and tracked for evidence purposes that will be useful for faculty evaluation. She will seek the input from the Deans, Associate Deans, PDRC members, Department Chairs (DCs), and other stakeholders on campus as she puts together a comprehensive plan, including the piloting of several activities for faculty within this academic year.

For fall semester 2014, I have directed the Deans to assist their DCs in developing a department-based professional development plan that is linked to faculty educational plans within their departments. I would expect to see this plan on my desk on or before the end of the fall semester. Please be guided accordingly.

Towards the end of the academic year (sometime around February 2015), Dr. Diego will submit to me a Comprehensive Professional Development Plan for Faculty that has benefitted from feedback of the entire college community.