

Faculty Professional Development

Effective immediately, a 1.0% pool of the total annual base salary (state-funded) of all full-time employee equivalents in the bargaining unit calculated as of July 8, 2007, shall be available for Professional Development in accordance with the process outlined below. Each Unit member on the payroll as of July 8, 2007 shall be eligible for an amount not to exceed \$973.

These Professional Development Reimbursement Grants are intended to fund professional travel, equipment, page publication charges, typing, duplicating and other publication and research related costs; tuition expenses and/or associated travel expenses for Unit members seeking to improve their academic credentials in their present field or in a new field of importance to the University; off campus library use fees; dues for professional journals and/or society memberships; and other appropriate expenses acceptable under established practice and/or which contribute to professional development and/or meet other agreed upon professional and/or University needs. Equipment purchased through the University with Professional Development funds shall remain the property of the University.

All bargaining unit members will be eligible to receive the Professional Development funds for use as noted above or as a one-time lump sum payment. Lump sum payments must be requested on the attached form by December 31, 2008. Requests for Professional Development Funds shall be used solely for specific professional development purchases or activities. A unit member shall access grants by a request(s) to the appropriate College Dean/Director using standard UML Travel and/or Purchasing forms/process. The Dean/Director may authorize grants up to \$973 per unit member from the period July 1, 2006 through December 31, 2008. In the event that a Dean/Director denies a request, a unit member may appeal the decision to the PD Review Committee. The decision of this Committee shall be final and

binding. On December 31, 2008 the remaining PD funds shall be available for additional PD grants. The PD committee will announce the manner in which these funds shall be allocated by March 1, 2009. All funds not expended by June 30, 2009 shall revert to the University.

Request for Lump Sum Payment

I, _____ hereby request a one time lump sum payment
name

in the amount of \$973.00 in lieu of a professional development grant. I understand that such payment shall be considered as additional compensation and subject to federal and state taxes.

Signature

Date

Human Resources Office

Date