FACULTY GROWTH PLAN (FGP)

Each member of the faculty is <u>encouraged</u> to have a professional growth plan. Training activities pursued for professional growth are paid for by the instructor and are pursued on the instructor's own time. All activities pursued from postsecondary institutions must be from institutions accredited by nationally recognized accrediting bodies. Please consult with the appropriate Dean (Career Technical or Academic) or the Vice President of Instructional Services for guidance in selecting an appropriate institution. Professional growth plans must be reviewed and approved in advance by the Vice President of Instructional Services and the President if the employee plans to use the training for advancement on the Salary Schedule.

<u>Please note:</u> This form should not be confused with the <u>DOCUMENTATION OF EMPLOYEE PROFESSIONAL DEVELOPMENT</u> form, which documents activities engaged in by the employee to keep up-to-date in his or her current position.

Last Name First !		Name	MI	Department
D1	1 1			
Current Salary Schedule	Aspiring Rank Expected Date of Completion			
			egree	Proposed Minor or Additional Hours
Proposed Institution	Teaching Fields (see below)			
Circle Appropriate Codes DPE Faculty Credential Code: G	Group: A B C	Rank: 1B !A	II III IV	Option: A B C
The following items must accompany this document for initial approva : 1. A copy of the degree plan/program of study attached? Yes No 2. Verification of the number of appropriate hours to meet rank change requirements: Hours Required Hours Completed Verified by The following documents must accompany this document for final approval (upon formal request for Rank Change). 1. Letter requesting a rank change with statement of final approval (upon formal request for Rank Change).				
2. Official Transcript(s) attached: Yes No				
Signature of Faculty Memb		Date		
Witnessed by (Appropriate		Date		
OFFICE USE ONLY:				
Acceptable Faculty Growth Plan: YesNo				
Initial Approval: Vice	e President for Instructi	onal Services	 -	Date
Pres	sident		 -	Date
Final Approval: Vice	e President for Instruction	onal Services		Date
Pres	sident			Date
File Copy: Dean of Adm	ninistrative Services	Initials		Date