



**SUBJECT:** Governance and Organization  
**POLICY:** 105.1 Professional Development  
**RELATED PROCEDURE:** 105.1.1  
**EFFECTIVE:** July 2010

**REVISED:**

**REVIEWED:**

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**Introduction and Purpose**

Great Falls College MSU is committed to life-long learning and continuous personal/professional development. Specifically, the college values and supports faculty and staff participation in professional development activities directly impacting the ability of the College to meet its mission and serve students. Recognizing a commitment of this level requires significant investment of scarce resources, the college must ensure these activities align with institutional goals and priorities and will produce a return on the college's investment.

**Policy**

Annually, as part of its budget-setting process, the college designates a pool of funds to serve as an enrollment reserve for the College and a dedicated resource for professional development activities. The amount of this pool is governed by the recommendation of the Colleges Planning, Budget and Analysis Committee (CPBAC) with concurrence of the Executive Team. These resources are authorized for release by the Chief Financial Officer and are allocated strategically by the college's divisional heads based on strategic goals and plans for their area.

Some professional development activities may be exempt from this policy. Examples of exemptions may include professional development funded through grants or designated monies. Professional development requests outside of this policy require approval from the appropriate grant administrator or division head.