

Article 36
PROFESSIONAL CONFERENCE FUND

Funding

36.1 The Board shall annually appropriate at least \$200,000 for a Professional Conference Fund. Of those funds, the district shall appropriate \$120,000 per year for De Anza College and \$80,000 per year for Foothill College. Any balance, remaining in the campus fund at the end of the academic year shall be carried over into the subsequent year and shall remain available for the purposes of this article. If this remaining balance exceeds \$50,000, the amount above \$50,000 will be given to the Professional Development Office(s) at the campus(es).

Purpose of the Fund

36.2 The Professional Conference Fund at each college shall be used to defray in whole or in part the cost of attendance by faculty employees at professional conferences or seminars, including the cost of fees, travel, lodging, and meals, not to exceed \$2,000 per employee per year. While \$2,000 is the maximum individual funding per employee, actual funding may be lower due to limitation of funds or other criteria established by the committee. In addition, Professional Conference Funds can be used to defray the cost of travel, meals, and lodging associated with approved Training/Retraining Stipend (Article 35) activities.

Administration of the Fund

36.3 The Professional Conference Fund shall be administered at each college under procedures established by the President with the concurrence of FA and the Academic Senate. If concurrence is not reached, the fund shall be administered by a Professional Conference Committee composed of one regular faculty employee selected by FA, one regular faculty employee selected by the Academic Senate, and two management employees selected by the President.

36.3.1 The committee shall select its chair, set its meeting times, and determine its own procedures by majority vote.

36.3.2 The committee shall award reimbursements from the Professional Conference Fund on the basis of the professional merit of conferences and seminars attended.

Application Process

36.4 A faculty employee who wishes to receive funding for attendance at a professional conference or seminar shall file a written application with the President or the Professional Conference Committee if one is established. The form of the application shall be determined by the President in consultation with FA or by the committee but shall include at the minimum the nature and purpose of the conference or seminar, the total cost of the conference or seminar to the applicant, and the amount of funding requested.

36.4.1 Those eligible for funding shall be regular and contract faculty, and part-time faculty with reemployment preference.

Re-opener

36.5 Either the Board or FA may reopen negotiations on this article at any time by delivering a written request to reopen to the other party.