

Faculty Development Fund Guidelines Adjunct Faculty

Beginning with the 2004/2005 academic year, The WCCFT will provide faculty development funds to adjunct faculty for up to two activities conducted during that year.

The academic year is defined as September 1-August 31.

An **activity** is defined as a workshop, conference, or course in either one's own discipline or related discipline designed to enhance or upgrade one's expertise.

Eligibility:

An adjunct who has completed a minimum of **ten (10)** semesters with Westchester Community College.

Time period:

The activity must take place within the academic year in which the member has been employed as an adjunct at Westchester Community College

Amount allowable

The total fund, (currently \$5,000), will be divided amongst all the applicants with a maximum of \$500 to be paid to any one member.

Application process

At the conclusion of the academic year, an announcement and form will be posted on the WCCFT web site. All members are encouraged to complete the application and submit by the announced deadline date.