



## POLICY STATEMENT

Policy Name	<b>Faculty Preparation and Development</b>		
Policy #	<b>108</b>	Category	<b>Academic</b>
Policy Sponsor	<b>Associate Vice President, Learning and Teaching</b>	Previous Revision Date	<b>January 7, 2015</b>
Policy Approved by	<b>President &amp; CEO</b>	Issue or Revision Date	<b>June 18, 2018</b>
Procedures Approved by	<b>Provost &amp; Vice-President, Academic</b>	Review Date	<b>June 2023</b>

See the related [PROCEDURES](#).

### PURPOSE

The purpose of this Policy is to outline professional development expectations for academic faculty at Saskatchewan Polytechnic.

### SCOPE

This Policy applies to newly hired academic faculty in ongoing full-time or part-time positions at Saskatchewan Polytechnic.

### GUIDING PRINCIPLES

1. Saskatchewan Polytechnic recognizes the importance of developing and enriching the instructional and academic leadership roles of faculty through formalized and well-integrated orientation, preparation, mentoring, and continuing instructor development programs.
2. Saskatchewan Polytechnic recognizes that faculty preparation and ongoing development programs are considered essential in advancing the values, norms and practices of a teaching and learning culture.

### POLICY

Saskatchewan Polytechnic will offer faculty preparation and ongoing development programs that orient and prepare faculty to assume their full scope of responsibilities and grow professionally in the evolving environment of post-secondary education and technical skills training. It is incumbent upon all new faculty to:

- a. successfully complete the New Instructor Orientation course within the first six months of employment
- b. successfully complete the Adult Teaching and Learning program within five years of enrolling into the program

## DEFINITIONS

**New Instructor Orientation:** New faculty are provided with the opportunity to enhance their instructional skills, meet other colleagues and share strategies and practices in the planning and delivery of lesson plans.

**Instructional and Leadership Development Centre:** A team that is dedicated to supporting professional journeys of all faculty at Saskatchewan Polytechnic, through offering relevant, timely professional development opportunities, one-on-one support, teaching resources and tips, as well as formal education opportunities to promote and foster teaching excellence and to support a community of practice.

**Adult Teaching and Learning Program:** An 8-course, 24 credit unit Advanced Certificate Program designed to develop and advance instructional and leadership skills of new and experienced faculty.

**Faculty:** Saskatchewan Polytechnic academic faculty.

**SPFA:** Saskatchewan Polytechnic Faculty Association.

**Deferral:** An extension of the 5-year completion date.

**Attendance:** Face-to-face component of the institutes or courses.

**Professional Development:** Sessions and formal courses that are aimed at developing and enhancing teaching skills of all interested faculty and promoting life-long learning.

## RELATED POLICIES/DOCUMENTS

N/A

## APPLICABLE LEGISLATION OR REGULATIONS

N/A