

CALL FOR PROPOSALS

WINEBRENNER PROFESSIONAL DEVELOPMENT EXCELLENCE AWARDS

FOR FULL-TIME NON-TENURE TRACK FACULTY

To support the professional development activities of Full-Time Non-Tenure Track Faculty (FTNTT) members and to assist them in preparing for promotion, a pool designated for Professional Development Excellence Awards is available to eligible FTNTT faculty (*See, [FTNTT Collective Bargaining Agreement](#), Article XVI, Section 2*).

The **Winebrenner Full-time Non-Tenure Track Professional Development Excellence Awards** (Winebrenner NPDEA) are in honor of Dr. Kimberly Winebrenner, Professor, Department of English. These awards have been negotiated through a [Side Letter](#) to the FTNTT Collective Bargaining Agreement.

Funds will be awarded from this pool for professional development activities which have a clear connection to the professional development and advancement of the faculty member and the enhancement of the learning and educational experiences of our students.

General Criteria for Proposals

Applicants should describe the activity and how funding will provide an opportunity to

- Support faculty work in their assigned track and enhance the learning and educational experiences of students.
- Integrate the knowledge and skills gained in this professional development activity into your work, teaching or practice.
- Upgrade professional skills through activities that directly impact teaching, learning, or disciplinary expertise.
- Support intellectual and professional development that will benefit the faculty member, the students, and the university.
- Complete licensure or certification requirements which are normally appropriate to and expected in the discipline.
- Make purchases (e.g., educational software, online or print materials, other supplies) consistent with the professional development activity.

- Acquire new skills such as educational technology training, unique aptitude, experience, and knowledge that fulfill some aspect of the larger university mission, or creative processes that make connections across disciplines.
- Provide additional time (i.e., purchased workload equivalency) that a faculty member can allocate towards specific professional development activities.

Eligibility

All FTN'TT faculty members **who have completed at least one Full Performance Review** are eligible to apply for funding from the Professional Development Excellence Pool.

Application Process

- The Winebrenner NPDEA application form is available through [Google Docs](#). All sections of the form must be completed before NPAC will consider an application.
- Application dates are: 5:00 p.m. on the first Friday in October, last Friday of November, January, March, and June. If an application is submitted after a deadline, it will be considered in the next award cycle.
- Funds will not be awarded for activities that have taken place prior to final approval by the Provost thus please submit your application at least one month prior to the event.
- All applications must include a brief budget and action plan and/or timeline for the activity.

Other Considerations

- The awarding and utilization of PDEA funding is subject to all applicable university policies and procedures including but not limited to policies and/or guidance implemented in response to the COVID-19 pandemic.
- Travel is no longer suspended but online or remote professional development opportunities are strongly encouraged.
- Applicants working on collaborative projects must indicate whether they are splitting one award or requesting full awards for each collaborator, depending on the scope of the project.
- FTN'TT Faculty members who wish to apply for workload equivalency are advised to apply at least one semester in advance to give the academic unit or campus adequate time to plan for such a reduction in workload.
- FTN'TT Faculty members may apply for funds in any amount and may submit multiple proposals during the year. Total funds available for these awards is limited to \$125,000 per year, with 10% of this amount reserved for the discretionary use of the Provost. Funding is based on the amount

of available funds and the number of applicants for each application cycle. NOTE: Funding awarded previously for approved professional development activities does not guarantee future awards.

- Applicants who receive funding from the PDEA pool must submit a brief written summary of the professional development activity to the Provost, or Provost's designee, with a copy to the faculty member's academic unit administrator or regional campus dean, as applicable, within forty-five (45) days of the completion of the activity for which the funding was requested.

FTNTT Faculty members who have questions about the application, review and approval process should contact Hillary Stone (hstone1@kent.edu) or Steven Rugare (srugare@kent.edu), NPAC co-chairs, or [Kevin West](#) and [Vanessa Courie](#) in the Office of Faculty Affairs.

NPAC Representatives

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College of Aeronautics and Engineering	Kelsen LaBerge	klaberge@kent.edu
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