

Professional Development Plan (PDP)

The professional development plan (PDP) will serve as the primary basis for your annual evaluation. It should be understood that any change(s) to the PDP must be agreed upon by the evaluator/supervisor. The annual professional development report is completed at the end of the academic year and will address any substantive changes and include a statement of how the accomplishment and performance of activities have met or exceeded unit standards. The APDR should include any amendments to the PDP and a statement of how the objectives of the PDP have been met

Faculty Name		Academic Year	
College		Department	

Teaching/Instructional Activities

Long Term Goals (3-5 Years)

Objectives for:

- I will make certain that all of my textbooks(s) and/or instructional material(s) for each of my assigned courses are ordered for each semester prior to the deadline set forth in the academic calendar.
- In accordance with the Federal mandate, I will make certain that I complete an attendance verification activity in each of my courses each semester. I am aware that the activity must take place by the end of the first week of classes.

Scholarly Contribution/Scholarship/Professional Development

Long Term Goals (3-5 Years)

Objectives for:

Service

Long Term Goals (3-5 Years)

Objectives for:

Other Duties

Long Term Goals (3-5 Years)

Objectives for:

Signatures:

Faculty Member

Date

Chair

Date

Dean

Date