WESTERN IOWA TECH COMMUNITY COLLEGE
QUALITY FACULTY PLAN

Introduction

The Western Iowa Tech Community College (WITCC) Board of Directors at its September 9, 2002, meeting established a Quality Faculty Plan Committee consisting of four faculty and four administrators. The Committee was established to develop a Quality Faculty Plan for hiring and developing quality faculty according to Iowa Code 260C.36. The WITCC Education Association appointed two arts and sciences faculty and two career and technical education faculty to serve on the Committee. The College President appointed four administrators to serve on the Committee.

Implementation Schedule for the Plan

The WITCC Quality Faculty Plan Committee submitted the Quality Faculty Plan to the WITCC Board of Directors, and the WITCC Board approved the Plan on January 13, 2003. WITCC submitted the Plan to the Iowa Department of Education and implemented the Plan on July 1, 2003.

The Quality Faculty Plan Committee developed and implemented the Quality Faculty Plan Procedures on July 1, 2003.

The WITCC Quality Faculty Plan Committee shall submit the updated the Quality Faculty Plan to the WITCC Board of Directors on May 11, 2009. The Board shall consider the Plan and, once approved by the Board, WITCC shall submit the Plan to the Iowa Department of Education and implement the Plan not later than July 1, 2009.

The Quality Faculty Plan Committee will update and implement the Quality Faculty Plan Procedures not later than July 1, 2009.

Orientation for New Faculty

WITCC will provide new full-time and part-time faculty with an orientation designed to meet current and future needs. WITCC will also provide options for faculty to enhance teaching strategies, curriculum development and student evaluation strategies. This orientation may include, but not be limited to, student advising, classroom management, faculty performance evaluation procedures, Board policies and a campus tour. The orientation may also include WITCC operational policies and procedures for the business office, human resources, information technologies, enrollment services and student services.

Continuing Professional Development for Faculty

WITCC will provide and/or support opportunities for continuing professional development for full-time and part-time faculty in content areas and instructional/pedagogical strategies. As of July 1, 2011, WITCC will provide and/or support these opportunities for adjunct credit faculty. This professional development may include, but not be limited to, such activities as college courses, technical certifications and licenses, professional conferences and workshops, industry experience, and WITCC employee development sessions.

Record Keeping and Documentation for Plan Monitoring

WITCC will provide accurate record keeping and documentation for monitoring of the Quality Faculty Plan. Each faculty member will be responsible for record keeping of his or her individual professional development. The WITCC Human Resources office will be responsible for maintaining summary data of the professional development records of each faculty member. The Quality Faculty Plan Committee will be responsible for the administration, on-going evaluation and monitoring of the Plan and for the competencies of the faculty.

Consortium Arrangements

Consortium arrangements will be established where appropriate, cost-effective and mutually beneficial. These arrangements may include, but not be limited to, consortiums with other community colleges and with public and private educational and business entities.

Instructional Competencies

Through the implementation of the Quality Faculty Plan, instructional competencies will be developed for WITCC faculty. These competencies will be reflective of instructional and subject matter areas. Specific activities will ensure faculty attain and demonstrate instructional competencies and knowledge in their subject or technical areas.

Faculty Records

Procedures will be developed for collection and maintenance of records demonstrating that each faculty member has attained, or documented progress towards attaining, minimum competencies. The data collected will demonstrate how each full-time and part-time faculty member has attained, or has documented progress toward obtaining, minimum competencies. As of July 1, 2011, this data will be collected and maintained for adjunct credit faculty.

WITCC will submit data files to the Iowa Department of Education as required.

Compliance with Faculty Accreditation Standards

WITCC will comply with the faculty accreditation standards of the North Central Association of Colleges and Schools. WITCC will also comply with the faculty standards required under specific programs that are offered by WITCC and that are accredited by other accrediting agencies.

Summary

The Western Iowa Tech Community College Quality Faculty Plan Committee submits to the WITCC Board of Directors and recommends approval of this Plan for hiring and developing quality faculty according to Iowa Code 260C.36.

Western Iowa Tech Community College Board of Directors
Quality Faculty Plan Approval

_____	May 11, 2009
WITCC Board President	Date

Iowa Department of Education
Review of WITCC Quality Faculty Plan

_____	_____
DE Representative	Date

QFP/bsb

April 28, 2009

To: Dr. Robert E. Dunker, President

From: Quality Faculty Plan Committee:

Jack Breen, Instructor	Dr. Terry Murrell, Administrator
Helen Lewis, Instructor	Greg Strong, Administrator
Carol Ratcliff, Instructor	Barb Nyreen, Administrator
Rod Tondreau, Instructor	Brenda Bradley, Administrator

Re: Quality Faculty Plan

Attached is the updated Quality Faculty Plan for hiring and developing quality faculty according to Iowa Code 260C.36.

The original Plan was approved by the WITCC Board of Directors on January 13, 2003. The Plan has been updated to include adjunct credit instructors as required by legislative changes passed in 2008.

After Board approval, the Committee will submit the Plan to the Iowa Department of Education and implement the Plan not later than July 1, 2009.

The Committee recommends the WITCC Board of Directors approve this Quality Faculty Plan.

Attachment

bsb/QFP