

July 2021

Faculty Professional Development Fund Guidelines

The Fay W. Boozman College of Public Health is committed to the ongoing growth and development of its faculty. Accordingly, it has established Professional Development Fund (PDF) accounts to provide opportunities for COPH primary faculty to expand their professional effectiveness in teaching, research, or service, or to provide leadership in support of advancement in the COPH, UAMS, Arkansas communities, or their professions.

Faculty members have modest individual PDF accounts, plus they may make written requests to their chairs in support of using departmental PDF accounts for the following types of activities:

- Books and journals relevant to Education
- Leadership and Career Development
- Dues and subscriptions
- Purchases in support of faculty scholarship such as publication fees, core lab charges, etc.
- Registration and travel for conferences, workshops, continuing education, etc.
- Travel for purposes related to scholarship
- Writing retreat costs
- Equipment and supplies not covered by the departmental M&O budget
- Other expenses with prior written approval by Chair or Dean

All PDF account expenditures must be made in accordance with relevant UAMS and COPH policies. Expenditures from the departmental PDF account must be approved by the department chair. If a request is denied by the chair the faculty member may submit the request to the dean for consideration.

At the end of each fiscal year the chair will send a report on the approved departmental PDF account expenditures, as well as any denied requests, to the Academic Standards Committee for review.