

Professional Development Support Fund (PDSF) Committee

Terms of Reference

Composition: Each Division Chair; the Chairs of Counselling, Educational Technology, Library Services, and TCDC; the Vice-President of the Association.

Chairperson: Vice-President of the Association

The Chairperson will vote only in the case of an equality of votes and such casting vote shall be recorded.

Meetings: Such meetings as are required to fulfill its responsibilities.

Quorum: Nine members of the Committee, including the Chairperson.

Voting: Resolutions shall be carried or defeated by simple majority.

Policy: The Professional Development Support Fund Committee shall disperse the Professional Development Support Fund in order to enable LFA members to engage in their own professional development activities.

Responsibilities:

1. To decide, within guidelines specified by the LFA Board of Directors and subject to approval by the Board, what proportions of the Professional Development Support Fund will go to each Langara Department (on an FTE pro rata basis) for distribution to faculty members.
2. To provide a report to the LFA Board at fiscal year-end, providing a financial summary of departmental funds disbursed and of any balances remaining.

Last updated: February 3, 2020