

MOORPARK COLLEGE ACADEMIC SENATE
GREAT TEACHERS' SEMINAR

PROCEDURES

1. The seminar

Moorpark College has approved the Great Teachers Seminar held annually at Santa Barbara, sponsored by the National Great Teachers Movement, as promoting instructional excellence. If faculty wish to attend a designated Great Teachers Seminar held elsewhere they may do so with Senate approval. Reimbursement for all attendees will be for the amount of the cost of attending the seminar in Santa Barbara; if faculty chose to attend a seminar further afield the cost above that amount will be covered by the attendee.

2. Call for applicants

When funds for attendance of the Great Teachers Seminar are released to the Academic Senate it will notify all faculty, calling for applications. The Senate's application form will include the information required by the seminars for registration purposes; it will not include evaluative questions or require any confirming signatures.

3. Priority determination for selection of faculty

In the case of more faculty applying to attend a Great Teachers Seminar than positions available, the following list of priorities will be adhered to.

1. Full-time faculty who have not previously attended a Great Teachers Seminar in the following order:
 - i) Faculty in the tenure review process who have taught at Moorpark College for a minimum of one year (to a maximum of half or just over half of the number of available positions)
 - ii) Other full-time faculty on a first-applied, first-prioritized basis, as determined by the time the Senate application form is submitted electronically to the Senate Vice President
2. Adjunct faculty who have not previously attended a Great Teachers Seminar, on a first-applied, first-prioritized basis
3. Other faculty on a first-applied, first-prioritized basis

Only one faculty member per discipline may attend the same Great Teachers Seminar. If more than one person from the same discipline applies to the same Seminar, they will be prioritized as above.

4. Administration

The Academic Senate Vice President will be responsible for carrying out the necessary processes to enable faculty to attend the Great Teachers Seminar.