
FPD Quick Guide: Hours of Credit for Presenters and Coordinators

All events require at least a 30-minute lecture or presentation in order to qualify as a professional development activity. A maximum number of 20 hours can be applied to any single activity. Developmental credit shall be defined as Standard 2.

The following formulas should be used to determine professional development credit for presenters and coordinators.

Initial Presentation, Coordinator and/or Presenter:

FORMULA: 3 hours of developmental credit for each hour of an initial campus presentation

EXAMPLE: 3 hours Standard 2 developmental credit for each hour of presentation, plus designated Standard 1 or 2 for length of time at actual presentation of each event.

Repeat Presentation, Coordinator and/or Presenter:

FORMULA: 2 hours of developmental credit for each hour of a repeat campus presentation

EXAMPLE: 2 hours Standard 2 developmental credit for each hour of presentation, plus designated Standard 1 or 2 for length of time at actual presentation of each event.

Coordinator Only:

FORMULA - 2 hours of Standard 2 developmental credit for coordinating a facilitated event, film series, outside speaker, trip, panel, or similar event.

Presenter Only:

FORMULA - 2 hours of Standard 2 developmental credit for 1 hour lecture/discussion plus the length of the facilitated event, film series, outside speaker, trip, panel, or similar event.

EXAMPLE: 2 hours Standard 2 developmental credit for 1 hour lecture/discussion, plus credit at designated Standard 1 or 2 for length of facilitated event.

Sign-in sheets must be submitted by ALL coordinators/presenters for EACH event that is offered to faculty for FPD credit.