

Prince Mohammad Bin Fahd University

PDU VALUES

FOR PROFESSIONAL DEVELOPMENT ACTIVITIES

Collaboration and partnership activities related to improving the faculty member's knowledge and skills as an instructor, including the following:

	Activity	Evidence of Completion	PDU's
1.	Participation on collaborative planning and professional improvement teams and committees. : Attendance at and participation in no fewer than two-thirds of the meetings of a group whose function is planning for professional development activities that will benefit groups of faculty and/or the department.	Written description of the purpose and intended product of the team or committee; • a record of the team's meetings demonstrating the member's attendance; • and the plan, activity description or other product that results from the group's work.	Meetings attended will earn up to a maximum of 10 credits per semester @ 1 credit for each 1-hour meeting. Credit may also be given for individual work resulting in a combined final project of up to 15 credits per semester.
2.	Peer review and (peer) coaching. Peer review: A process of one-on-one assistance between pairs of instructors that is formally established by agreement between a department chair and its faculty or their exclusive representative, in which the participants establish specific goals for the teacher being reviewed and conduct a program of intervention to assist that teacher with particular aspects of his or her teaching that includes observation and assessment of the teacher's performance in sessions lasting at least 20 minutes each, discussion of the observations made by the reviewing faculty member, and preparation of a written summary by the reviewing faculty member. Peer coaching: A process of one-on-one assistance between pairs of faculty, whether by formal arrangement under the auspices of the department chair or dean, in which the participants observe each other's teaching and discuss the observations made.	For peer review: • The department Chair or Dean's, written program description or policy; • a record of the faculty member's assignment and observation schedule; and • a log of the observation sessions and other meetings, indicating the time spent, dates, and topics of discussion. For peer coaching: A log of the observation sessions and other meetings, indicating the time spent, dates, and topics of discussion.	1 PDU's per session up to 5 observations per semester 1 PDU per session up to 5 observations per semester
3	Mentoring Mentor: A formally established sequence of sessions lasting no less than one semester and involving preparation with the recipient faculty member prior to observing that	For a mentor or recipient • PMU's written description of its mentoring process to be followed, including the required number and length of cycles of interaction; and	1 PDU's for each mentoring session

	faculty member in the classroom; observations; and provision of feedback, suggestions, and techniques to the recipient faculty member in response to each period of observation. Recipient or remediating teacher: A formally established sequence of sessions lasting no less than one semester and involving consultation with the mentor or consulting teacher in preparation for the lessons to be observed; lecturing under observation of the mentor or consulting teacher; and interaction with the mentor or consulting after each such teaching session to reflect upon the teaching and learning, receive feedback, discuss alternatives and suggestions, and determine how this information will be integrated into the teacher's future work.	a log of the observation sessions and other meetings, indicating the time spent, dates, and topics of discussion.	1 PDU's for each mentoring session
4.	Delivering presentations in the context of a formally established program. This could include conference presentations, presentations to the department faculty, or to the university administration, faculty forum, or to any organization for education functions organized by the university other than the regular instruction related activities.	Documentation of the presentation with the topic, time, and outline (if a powerpoint, then, a copy of the presentation.) Documentation of attendance	2 PDU's for the person delivering the presentation. 1 PDU per session for attending the session
5.	Graduate or Post-Graduate Credit	Documentation of courses taken from an accredited institution with a copy of the grade earned	15 PDUs for each semester hour of credit earned or 10 PDUs for each quarter hour of credit earned.
6.	Research Articles or Book Reviews	Submit a copy of the research article and evidence of publication accepted	10-20 PDUs for a published article, and 5-10 PDUs for each Book Review published.
7.	Online Training Modules such as Allison Training http://alison.com/login/index.php	Documentation of having completed and passed modules in the online program	(Allison Microsoft Training) Modules 1, 2, 7 each 2 PDUs Modules 3, 6 each 3 PDUs Modules 4, 5 each 5 PDUs
8.	Research Project	Report to the Research and Scientific Committee	PDUs determined by the Chair of the committee or the College Dean in consultation with the PDC director.