



Butte College Professional Development 2011 - 2012 Learning Group Program Information

An opportunity to share ideas

Learning groups offer faculty the opportunity to collaboratively pursue an activity that leads to the improvement of the institution. The activity should lead to one or more of the following: 1) staff improvement 2) student improvement and/or 3) instructional improvement.

Faculty may participate in **two learning groups per academic year not to exceed 49.5 hours total**. The program allows the faculty participants to determine the number of flex hours required for the group's activity (up to 49.5 hours per year). These hours will be earned through reading, group discussion, and other activities the group may determine are worthwhile.

From **four to twelve faculty** (full and or part-time) may form a learning group. Initially, a Members and Project Plan Form (page 2) must be completed and submitted to the Professional Development Faculty Coordinator for pre-approval. At the completion of the group's activities, each member must fill out an individual participation form.

The learning groups are expected to meet together at the same time to fulfill the requirements of the program. The number and duration of the discussion sessions will be set by the group. A record of these meetings must be kept by each group member. Each group member will submit the "Tracking the Learning Group Form" (see page 2) to Professional Development at the conclusion of the group.

Semester-by-semester groups

Ideally, a learning group should form and finish within one semester. A group may request a renewal for the next semester.

Forming A Learning Group

Step One - The first step establishes the learning group and informs the Professional Development Office of its existence. This step names the group members and establishes the texts or materials needed for the group's activities.

Step Two - The second step tracks the learning group throughout its duration. This step provides an accounting to the Chancellor's Office for flex hours. Those hours will be awarded at the close of the group's activities.

For more information, call Carol Stanley-Hall at the Professional Development Office, 895-2543

Date ___/___/___

Learning Group Program **Step 1** – Members and Project Plan

Please print clearly - Copy and return this form to Professional Development Office now. See information above.

This Learning Group is for: Fall Spring Yearlong 2011-12

Names (from 4-12 group members)

1.	_____	Dept.	_____
2.	_____	Dept.	_____
3.	_____	Dept.	_____
4.	_____	Dept.	_____
5.	_____	Dept.	_____
6.	_____	Dept.	_____
7.	_____	Dept.	_____
8.	_____	Dept.	_____
9.	_____	Dept.	_____
10.	_____	Dept.	_____
11.	_____	Dept.	_____
12.	_____	Dept.	_____

Purpose of the Learning Group: _____

Proposed text: _____

Estimated flex hour commitment: _____ hours.

Date received in PDO ___/___/____. Approved by: _____ Revised: 6/14/2011

