

## Human Resources

**AP 7160 PROFESSIONAL DEVELOPMENT****References:**

Education Code Sections 87150 et seq;  
ACCJC Accreditation Standard 3.2

The institution supports its employees with professional learning opportunities aligned with the mission and institutional goals. These opportunities are regularly evaluated for overall effectiveness in promoting equitable student success and in meeting institutional and employee needs.

The District shall establish a professional development plan consistent with the Educational Master Plan and District strategic priorities.

The Superintendent/President shall annually submit to the Chancellor of the California Community Colleges an affidavit that contains all of the following:

- A statement that Marin Community College District has an advisory committee, composed of administrators, faculty, and staff representatives, which has assisted in the assessment of the faculty and staff development needs and in the design of the plan to meet those needs;
- The Marin Community College District has completed a District-wide human development resources plan for the current and subsequent fiscal years; and
- A report of the actual expenditures for faculty and staff development for the preceding year.

Needs assessments surveys will be conducted to identify professional development needs among employees. Professional Development activities will be planned and presented based on the results of the needs assessments and institutional priorities.

Professional Development activities will be evaluated and the results will be used to improve programs and activities to ensure district and employee needs are being met.

Professional Development and professional learning activities, guidelines and processes including information about the Flex program are published on the College website.

Professional development activities may include, but are not limited to:

- Improvement of teaching
- Improvement of services to students
- Institutional effectiveness
- Maintenance of current academic and technical knowledge and skills
- Training to meet institutional needs and priorities
- Development of innovations in instructional and administrative techniques and program effectiveness
- Computer and technological proficiency programs
- Instructional technology
- Training that is required by laws, codes, and regulations

See the appropriate collective bargaining agreements for additional information regarding professional development for faculty and classified staff.

*Also see AP 7341 Sabbaticals*

*Office of Primary Responsibility:* Planning, Research and Institutional Effectiveness

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Date Approved: June 22, 2010

Date Reviewed/Revised: December 13, 2022

**Date Revised:** May 16, 2026