



Student Equity Professional Development Request Form

Please use this form if you would like to request funds for a one-time professional development opportunity.

Title of Resource Request: _____

Name of person submitting request: _____

E-mail: _____

Area/Department/School: _____

Date Submitted: _____

Immediate Manager/Department Head name (please print): _____

Immediate Manager/Department Head signature: _____

Date: _____

1. Please check off which goal(s) is(are) addressed by the conference/training. Student equity related conferences will be funded through the Student Equity budget.

Goal A: Access

Increase access for African-American/Black and Native American/Alaskan Native students

Goal B: Course Completion

Increase course completion to for African-American/Black students

Goal C: ESL and Basic Skills

Increase course completion for each of the basic skills subject areas:

- English: African-American/Black and Hispanic students
- Reading: African-American/Black and White students; male students; students with disabilities
- ESL – Reading: Hispanic, White, and Unknown ethnicity students
- ESL – Writing: Hispanic and Unknown ethnicity students
- Math: African-American/Black and Hispanic students; and students with disabilities

Goal D: Degrees and Certificates

Increase degree completion for African-American/Black and Hispanic students; students with disabilities

Increase certificate completion rates for African-American/Black, Hispanic, White, and Unknown ethnicity students; male students

Goal E: Transfer

Increase transfer for African-American/Black and Hispanic students; students with disabilities; economically disadvantaged students

(You may attach additional sheets if necessary)

2. Briefly describe the nature of the conference/professional development training. Include an explanation of how it addresses the goals checked above.
3. Explain how you will use the knowledge/skills gained from this opportunity to directly support the goals of Student Equity.
4. As a result of participating in this professional development opportunity, I plan to do one of the following:
- Provide a presentation on lessons and take aways from the training/conference to the Student Success Committee.
 - Develop and implement a new practice, service or resource that directly addresses the goals of the Student Equity initiative.
 - Develop and offer a training or workshop to my department.
 - Develop and offer a training or workshop that is open to the campus community.
 - Other: _____

5. Describe the budget needed. Please provide an estimated range for the cost for each applicable budget category.

Category	Estimated Cost Range
Conference/training fee	
Travel	
Lodging	
Meals	
Other	
Total	

By signing, I understand that I agree to present information from the resource request regarding student equity to the Student Success Committee within one month of use of funds.

Applicant's Signature _____ Date: _____

Please attach this form to the Travel Authorization Form and submit to Faculty Professional Development, Mailstop Y-8.