3019  PROFESSIONAL DEVELOPMENT

Faculty members are encouraged to maintain a systematic program of professional development whereby they keep abreast of current information, concepts, laws, and ideas within their disciplines. This may be accomplished through participation in professional conferences and workshops, attendance at seminars, participation in in-service education programs, sabbaticals, graduate study, and travel.

3020  IN-SERVICE EDUCATION PROGRAM

Cerritos College shall maintain a program of staff development for the purpose of assisting in the professional improvement of the faculty/staff.

3025  TEXTBOOK SELECTION

Textbook selection and evaluation are important responsibilities of the faculty of the College.

A textbook should be used for whatever length of time its content is current and useful. To insure against obsolescence, Instructional Deans along with department chairpersons shall be responsible for the re-evaluation of all textbooks used more than three years.

All textbook adoption requests must be approved by the appropriate Instructional Deans and the Office of Academic Affairs, then presented to the Board of Trustees for final adoption.