

## Russell E. Ward

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**From:** Richard A. Almeida  
**Sent:** Tuesday, January 10, 2017 10:02 AM  
**To:** Faculty  
**Subject:** Spring 2017 professional development  
**Attachments:** conference\_workshop\_proposal.doc; policies\_procedures\_2016\_2017.doc; Research\_Proposal.doc

Dear Colleagues,

The Professional Development committee will meet on the following dates in Spring 2017, with corresponding deadlines for consideration of proposals.

1 February (proposals due by 5pm on 27 January)  
1 March (proposals due by 5pm on 24 February)  
29 March (proposals due by 5pm on 24 March)  
25 April (proposals due by 5pm on 21 April)

Committee policies and forms have been streamlined and edited for clarity, please note relevant changes in the attached documents. As always, please contact me or any member of the committee (Glen Gourley, Chip Hull, Bernadette Johnson, Scott Kaufman, Daljit Kaur, Lisa Pike, Louis Venters, Regina Yanson) with questions or for more information.

Thanks,  
Rick

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