Congress Bargaining Unit  
FY20 Professional Development Reimbursement Limits (per semester)

<table>
<thead>
<tr>
<th>FY2020</th>
<th>Full-Time BU Member</th>
<th>Part-Time BU Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Coursework*</td>
<td>$3900</td>
<td>$1500</td>
</tr>
<tr>
<td>Conferences*</td>
<td>$2500</td>
<td>$1050</td>
</tr>
<tr>
<td>Memberships</td>
<td>$600</td>
<td>$250</td>
</tr>
</tbody>
</table>

*Note: Coursework and Conferences cannot be combined in one semester

Professional Development funds are made available to reimburse employees for approved activities that relate to the bargaining unit member’s responsibilities at the college. The following are examples that may be appropriate for approval:

- Tuition and fees for coursework relevant to the member’s employment;
- Conferences, seminars, and workshop fees relevant to the member’s employment;
- Professional society memberships relevant to the member’s employment; and
- Travel related to the above.

**Eligibility for Part-Time Members**
Eligibility for use of professional development funds for part-time bargaining unit members as follows:

- **Part-Time Teaching Employees**: Such employees who are scheduled to teach two or more contact/credit hours of credit instruction during a semester shall be included in the bargaining unit.

- **Part-Time Non-Teaching Employees**: Commencing sixty (60) calendar days after initial employment, a non-teaching employee who has been and is reasonably expected to continue to be regularly scheduled for nine (9) or more hours per week shall be included in the bargaining unit.