

Department of Health Education and Behavior

Allocation of funds for Professional Travel for Faculty Policy

*Note: this is an allocation policy applicable to AY 2008-2009.*

To the extent possible within departmental budget, in 2008-2009 AY, state funds will reimburse faculty members who teach at least 25% FTE/semester and HEB doctoral students for professional travel costs to national/international professional meetings in accordance with UF policy based on responsibilities:

- 75% funding for 1 or more presentations, preferably peer-reviewed oral presentations. Faculty members will also be responsible for recruitment of high-quality graduate students, preferably PhD applicants, by attending those students' sessions, inviting them to consider HEB, submitting their name(s) and contact information to the Coordinator of Graduate Programs on their return to campus for follow-up. This will increase to 100% if students respond, apply, and are accepted into the Masters/ Doctoral program.
- 50% funding for meeting professional service responsibilities. Same responsibility for recruitment as above. This will increase up to 75% if students respond, apply, and are admitted into the Masters/ Doctoral program.
- 25% funding for professional growth requests. Same responsibility for recruitment as above. This will increase up to 50% if students respond, apply, and are accepted into the Masters/Doctoral program.

The funding appropriation will be used to fund up to 2 conferences in 2008-2009 AY per faculty member.

Passed unanimously by faculty, October 6, 2008.