

DATE: November 11, 2022

TO: Glen Krutz (Dean), and Anna Jensen (Sr. Executive Aide)

From: Bernadette Stewart, Assistant Dean of People, Engagement, & Culture

RE: Staff Professional Development Fund (SPDF) - A&S Dean's Innovation Fund- RFP

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**Abstract:**

Empirical evidence is clear that organizations receive great benefit by fostering an engaged workforce<sup>1</sup> in active pursuit of self-improvement, **development**, and upskilling. Professional development gives staff the opportunity to learn and apply new knowledge and skills. Professional development and continual learning is more important than ever for staff to be successful in achieving career goals<sup>2</sup>.

The speed at which the workforce is changing requires employers to invest in employee development as an upskilling and **retention** strategy. It is crucial for both new and experienced professionals to continue developing their skills, honing their knowledge, so they apply that knowledge and skill to their work.

All employers are looking for ways of attracting and retaining talent. The A&S Staff Professional Development Fund is small investment that will yield a significant return<sup>3</sup>. Further, it creates **equity** with faculty who currently receive \$1500 each, per year, for professional development.

**Summary:**

Successful employees learn and work at their skills for a long time. By investing in A&S staff member's continual learning, we will support the Chancellor's strategic imperatives: Shape Tomorrow's Leaders, Be the Top University for Innovation, and Positively Impact Humanity. Staff are also tomorrow's leaders. We can only be a top university for innovation if we are developing staff as well, and an educated electorate is the clearest way to affect humanity positively. There are many mutual benefits of staff professional development, for the staff member and A&S, such as:

- Expands access for staff to expand knowledge base, and keeps knowledge current
- Boosts staff confidence and credibility
- Creates networking and **community building** opportunities
- Provides opportunity to explore additional career fields
- Unlocks greater opportunity to get involved with **research/creative activity/teaching**
- Reduces turnover
- Promotes **diversity, equity and inclusion**

Funding Eligibility: Current A&S employees (staff) with at least 12 months of service in the CU SYS. Must be in good standing (meeting expectations performance). A&S will provide a one-time match up

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<sup>1</sup> [Employee Engagement Does More than Boost Productivity \(hbr.org\)](https://hbr.org)

<sup>2</sup> [The Future Of Work Is The Human Capital Era: How We Got Here \(forbes.com\)](https://forbes.com)

<sup>3</sup> [\(2\) The ROI of Investments in Professional Development | LinkedIn](#)

to \$500 of a department/program/center/units staff professional development contribution. Costs covered are limited to travel, parking, lodging, meals and meeting registration fees. Staff must submit an A&S Staff Professional Development Fund application form at least 30 days in advance of the professional development opportunity. The application will require the staff member to provide information about their career goals-why they want to pursue a specific training/workshop/conference/etc., and how acquiring new knowledge and skills will help them in their A&S job and in the future. Selection criteria will be determined by faculty and staff committee, and will be available for potential applicants to review. Staff will also be required to submit necessary reimbursement forms and required documentation within the deadlines set forth by the A&S Financial Services Center (FSC).

**Budget Request**

Total: \$10,000

Breakdown:

\$10,000 - \$500/year x 20 slots (staff)