

Dear Colleagues:

This notice is part of the 2015-16 WSUFA Action Committee's "Did You Know?" series. The topic of this "Did you know?" is the use of professional study and travel funds

Professional travel and study funds are commonly referred to as "19B" funds because their definition and uses are explained in Article 19, Section B of the IFO-MnSCU Master Contract. By contract, these funds are limited to paying for costs associated with the process of faculty development and which are consistent with professional development or sabbatical plans. Furthermore, such purchases must be reasonably likely to enhance a faculty member's effectiveness in at least one of the five criteria used in evaluations for promotion or tenure (Article 22). "Consistent with" does not require specific enumeration in a plan. The only items that the contract explicitly prohibits from purchasing are routine equipment (i.e. equipment everyone normally receives). Nothing else is specifically prohibited as a legitimate purchase. The legitimacy depends solely on the faculty member's plan.

If you run into a problem with a 19B request, you should first try to explain how the purchase fits into either your PDP or sabbatical plan, and how it is likely to enhance your effectiveness in at least one of the 5 criteria. If your problem(s) persist, please contact our local president, Darrell Downs, at ddowns@winona.edu or grievance officer, Matt Hyle, at mhyle@winona.edu for assistance.

For your information, the 2015-17 Master Agreement can be accessed at the link on the bottom of the IFO home page at:
<http://ifo.org/>