SUNY

MEMBERSHIP

at the SUNY Center
for Professional Development

The CPD is a voluntary organization funded by its members and the SUNY system. Each year the CPD conducts, hosts, facilitates, or supports hundreds of classes, meetings, and conferences for its member campuses and for SUNY Communities of Practice.

Membership in the CPD is campus-based and entitles all faculty and staff from a given campus to the benefits of membership for those events. There are two types of CPD Membership. 1) General Membership 2) Technical Membership

Campus's can subscribe to both types of memberships.

General Membership: An annual membership fee is based on the number of faculty and staff (including part-tine and full-time) at the institution.

Annual membership fees range from **$1,500** to **$5,000**.

Training and professional development opportunities are available for faculty and staff in all areas of the CPD.

Number of Faculty and Staff	Membership Fee
0-1500	$1,500
1,501 - 4,999	$1 for each faculty/staff member
5,000 and over	$5,000

Technical Membership: An annual membership fee is a flat fee of $5,000. 60% of the membership fee is allocated to campus "Tech Points," used to pay for fees associated with CPD Technical Programs.

Membership in the CPD is activated for your campus upon receipt of a signed membership participating institution application form. Points are allocated upon activation of your campus membership, expire at the end of the same fiscal year, and cannot be carried over.

Membership renews and points are re-issued on July 1st, running through June 30th. Membership remains active until a written request to withdraw is received. Any campus wishing to withdraw must give **6 months written notice**.

The annual fee for membership in the SUNY Center for Professional Development will be processed as a recharge for SUNY state-operated campuses. Community Colleges will be send an invoice for membership payment.

SUNY

SUNY LEARNING COMMONS:
POWERED BY MS VIVA Exchange

The CPD began the first phases of migrating the SUNY Learning Commons over to MS VIVA Exchange. It is our hope that this tool will help streamline communication, reduce redundancies, and expand communities of practice through collaboration and knowledge sharing.

The SUNY Learning Commons offers communication on 3 levels:

1 Personal

2 Collegial

3 Cross-Campus

And allows for Faculty & Staff to:

- Form and join communities of interest and practice

- Connect with other learners and educators within the SUNY System

- Share and access scholarly materials, resources, standards, policies, and best practices

- Experiment with new communication methods

- Enhance collaboration throughout the SUNY System

CAMPUS LIAISON

An important part of the CPD-campus relationship is the designation by the campus of CPD Campus Liaison. In order to activate your membership, we will need you to determine who your CPD Campus Liaison will be.

A Campus Liaison is responsible for:

• Communicating campus training and professional development needs to the CPD

• Distribution of communications regarding SUNY CPD programs and services to your campus community

• Establish a policy and procedure for how Training Points will be made available and allocated to your campus faculty and staff – a proactive strategy in support of your campus strategic initiatives is recommended

• Managing and approving the usage of Training Points for your campus faculty and staff according to your campus policy

• Campuses may have a Campus Liaison designed for each type of CPD Membership (General and/or Technical Member). The Campus Liaison may be the same person or be different contacts.

• CPD Campus Liaisons will mange their membership through the SUNY CPD Points Portal.

TRAINING POINTS

Training Points are dollars a campus receives through membership in the CPD. Points can be used by member campus faculty to pay for training and professional development, programs, conferences, tuition, registration, and more as determined by the organization.

Each CPD member campus has a person designated as the Campus Liaison. How and when points can be used is determined by the organization and campus. 75% of the campus' General Membership is allocated to *General Points*. 60% of the campus's Technical Membership is allocated to *Tech Points.*

- **1 CPD Point = $1**
- **The use of CPD Points must be authorized by your campus Points Contact**
- **Allocated yearly as a percentage of campus membership fees**
- **Expire at the end of each SUNY fiscal year and cannot be rolled over**
- **Available for most programs and services offered or supported by the CPD**
- **Will be listed as an accepted payment method when available**
- **Available to pay for training through CPD vendor partnerships**

Center for Professional Development

6333 State Route 298
Box 2
East Syracuse NY, 13057
315.214.2440

cpd.suny.edu

GET IN TOUCH!
Please contact the CPD
cpdinfo@suny.edu, if you have additional
questions.

Visit our website at **cpd.suny.edu** to see
our Calendar of Events, and more information on
CPD programs, services, and vendor partners.

We very much appreciate your consideration
of CPD Membership. We certainly look forward to
working with you and meeting your professional
development needs.

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