

System-wide Policy: HR0128 - Human Resources Development	
Version: 1	Effective Date: 10/01/2017

HR0128 – Human Resources Development

Topics:

Procedures	Contacts
Forms	Related Policies

Objective:

To establish and define the university's policy concerning the professional development and training of employees.

Policy:

The University of Tennessee believes the professional development and training of its employees are central to the university's mission, vision, and values.

The head of each campus or institute is responsible for ensuring that individual and departmental training needs are met. The Office of Employee and Organizational Development will assist campus and institute officers (or designees) with assessing needs and providing training or other appropriate services to meet individual and departmental goals.

Professional development and training should be planned individually during the employee's annual performance review. Supervisors are strongly encouraged to support employees' participation in a minimum of 32 hours of training and development activities per year.

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PROCEDURES:

Health Science Center:	https://uthsc.policymedical.net/policymed/home/index?ID=de47aa28-16aa-408b-9c96-cb04f232964f&
Space Institute:	http://www.utsi.edu/index.php/utsi-procedures/
Institute of Agriculture:	ag.tennessee.edu/Pages/UTIApolicies.aspx

FORMS:

- [Request for Additional Training Credit](#)

FOR MORE INFORMATION:

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Related Policies: [HR0129 - Performance Reviews for Regular Staff Employees](#), [HR0330 - Educational Assistance \(Fee Waiver\)](#), [HR0335 - Educational Leave](#)