

3. Procedures.

- a. Faculty wanting to travel to one of the other campuses should contact the Associate Dean for Faculty Affairs and Development for guidance on the following:
 - 1) areas of expertise (subjects, topics, etc.)
 - 2) type of forum (lecture, grand round, clinical demonstration, etc.)
 - 3) audience to be addressed
- b. The host campus/department will request the faculty member (any rank) at another campus to visit. The request will be made to both the visiting professor and his/her department chair.
- c. Once approved, the host campus/department will be responsible for developing an itinerary for the visiting professor that outlines necessary ~~standards,~~ ~~itinerary,~~

