

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

Thursday, September 7, 2017

AGENDA

TIME: 12:50 pm-1:50pm

CCC Confer: 888-450-4821/ Participant Pin: 843165

- I. Approval of Agenda
- II. Approval of June 1, 2017 Minutes
- III. Information only
 - a. It was determined at the April 6, 2017 meeting Sabbatical requests are to be processed by the District Chancellor office (contact: Jeanie Fortin). Educational Services (contact: Susan Brucks) will keep a copy but originals will be sent to the District Chancellor's Office.
 - b. PG & SL updated forms and processes.
 - c. Recommendation to coordinate a process with HRER to provide a copy of the course approval request documents to new F/T Faculty members at the time of hire.
 - d. Recommendation to add a request to add a copy of the approval letter to future requests for reclassification.
- IV. Professional Growth
 1. Nicholas Robinson, Associate Professor, Track and Field Coach, Kinesiology/Athletics, RCC. He is requesting approval of his professional growth plan. He is currently in Salary placement of C-4. His plan is to advance to his salary placement by completing 48 units at Concordia University (Irvine) from 08/21/17 to approximately 08/21/19. He provided the Professional Growth Forms and a letter stating how continuing his education with further his knowledge in Kinesiology, Coaching and Athletic Administration.
- V. Salary Reclassification
 1. Quinton Bemiller – Associate Professor of Art, NC has submitted a request for Salary Reclassification from Column E Step 7 to Column F Step 7. Official transcripts have been received from CSU San Bernardino reflecting completed coursework.
 2. Joyce Kim – Associate Professor, ESL and SLP, MVC has submitted a request for Salary Reclassification from Column G Step 10 to Column H Step 11. Official transcripts have been received from UC Riverside and reflect; Degree Awarded Doctor of Philosophy conferred on June 16, 2017.
 3. Renee Vas – Assistant Professor of Reading, RCC has submitted a request for Salary Reclassification from Column F Step 2 to Column G Step 3 pending approval of official transcripts once official grades have been posted. A Grade Verification form has been submitted from CSU East Bay reflecting grades for three of the four courses submitted. An e-mail (attached) was sent indicating the final grade should be posted after September 11, 2017. If the request is passed by the PG & SL committee, the item will be placed on the board report following receipt and verification of all four courses from HRER.
 4. Ingrid Wicken – Professor, Kinesiology, MVC has submitted a request for Salary Reclassification from Column E Step 22 to Column F Step 22. Official transcripts have been received from Azusa Pacific University and CSU Dominguez Hills, respectively and reflect completed coursework
- VI. Sabbatical Leave No requests at this time
- VII. Professor Applications No requests at this time
- VIII. Open Hearing
 - Determine Co-Chair for the Spring 2018 Semester to replace Preston Galusky.