

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

Agenda

Thursday, March 7, 2019

TIME: 12:50 pm-1:50pm

CCC Confer: 888-450-4821/ Participant Pin: 979174

I. **Approval of Agenda for March 7, 2019**

II. **Approval of Minutes for February 7, 2019**

III. **Committee Members:** James Banks (Co-Chair), Celia Brockenbrough, Scott Hernandez, Denise Indermuehle, Susan Mills (Co-Chair), Carol Miter, Frankie Moore

IV. **Information only**

- The requests for Rank of Professor have been sent to the College President(s) and/or the Chancellor. The applicants will continue to receive status updates throughout the process.
- At the February 7, 2019 PG&SL meeting, the PG&SL Committee facilitated a meeting to discuss AP/BP 7160 and AP/BP 7160a. The recommendations will be sent to the workgroup (listed below) and then a meeting will be scheduled with the workgroup to integrate the recommendations of both the committee and the workgroup.

Workgroup Members: James Banks, Peggy Campo, Amber Casolari, Scott Hernandez, Denise Indermuehle, Susan Mills, Rhonda Taube and Susan Brucks

- At the February 7, 2019 PG&SL meeting, the committee discussed all requests that were submitted after the deadline date for the December, 2018 meeting. Four (4) new requests for approval of plans were submitted and reviewed. Four (4) new reclassification requests were submitted and approved, which made it to the February Board of Trustees agenda and became effective March 1, 2019.

V. **Discussion Item(s)** – No discussion items at this time.

VI. **Plan for Professional Growth Request(s)**

Tabled Items

Lupe Delgadillo – Request for approval of a Professional Growth Plan to complete course work at California State University – East Bay. Items provided for the committee's review are: A copy of the letter to the committee stating how the degree is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Forms; Requested Coursework Form; Course Descriptions. The request was submitted 12/06/18 and the start date for the program was 01/22/19-01/22/20. An e-mail was sent on 01/30/19 requesting updated start/end dates as the semesters are listed as seven week sessions. **Notifications were sent to the applicant on 02/14/19 and 02/26/19. The committee has requested an updated form with specific start and end dates listed for the coursework. The committee was unable to determine if the program meets the required criteria of approval prior to starting the program. New forms were submitted by the applicant for the committee's consideration.**

Ashlee Johnson – Request for approval of a Professional Growth Plan to complete course work at California Baptist University. Items provided for committee's review are: A copy of the Program Student Outcomes stating how the degree is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Forms; Requested Coursework Form; Course Descriptions. The request was submitted 01/02/19 and the start date for the program is May 2019. **Notifications were sent to the applicant on 02/14/19 and 02/26/19. The committee has requested an updated packet for the committee's consideration. The packet is missing the letter to the committee regarding the program and how it relates to the current FSA and/or how the coursework would enhance and further the ability to perform in the planned area of expertise. The requested letter has been submitted by the applicant for the committee's consideration.**

New Requests

Daniel Hogan – Request for approval of a Professional Growth Plan to complete a Doctoral Program at California State University, San Bernardino. Items provided for committee's review are: A copy of the letter to the committee stating how the degree is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Forms; Requested Coursework Form; Course Descriptions. The applicant submitted an e-mail on the deadline date 02/20/19 requesting information, and clarification about the process. Upon receiving the requested information, the applicant submitted the documentation for the committee's consideration.

Clara Lowden – Request for approval of a Professional Growth Plan to complete course work at Grand Canyon University. Items provided for committee's review are: A copy of the letter to the committee stating how the degree is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Forms; Requested Coursework Form; Course Descriptions. The request was submitted 02/20/19 and the start date for the program is April 2019.

Jethro Midgett IV – Request for approval of a Professional Growth Plan to complete course work at University of La Verne. Items provided for committee's review are: A copy of the letter to the committee stating how the degree is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Forms; Requested Coursework Form; Course Descriptions. The request was submitted 02/19/19 and the start date for the program is March 2019.

David Payan – Request for approval of a Professional Growth Plan to complete a Spanish course at Norco College. Items provided for committee's review are: A copy of the letter to the committee stating how the degree is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Forms; Requested Coursework Form; Course Descriptions. The request was submitted 02/19/19 and the start date for the program is August 2019. At the 04/05/18 meeting a program was approved to take Spanish Courses at Allan Hancock Community College. In the documentation the applicant noted that the Spanish 3 course may be taken at Norco College and a new request form would be submitted prior to the start of the course. The committee approved the request.

Brittnee Quintanar – Request for approval of a Professional Growth Plan to complete course work at California Baptist University. Items provided for committee's review are: A copy of the letter to the committee stating how the degree is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Forms; Requested Coursework Form; Course Descriptions. The request was submitted 02/16/19 and the start date for the program is May 2019.

Suzanne Witmer – Request for approval of a Professional Growth Plan to complete course work at Grand Canyon University. Items provided for committee's review are: A copy of the letter to the committee stating how the degree is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Forms; Requested Coursework Form; Course Descriptions. The request was submitted 02/20/19 and the start date for the program is April 2019.

VII. Enrolled at Time of Hire/Carryover/Reclassification Request(s)

Tabled Items – No tabled items for discussion at this time.

New Requests

Richard Garcia – Request for salary reclassification from Column E to Column F due to completion of fifteen units completed at the University of Redlands. Items provided for committee's review are: Request for Reclassification Form; Official Transcripts and a copy of the committee's approval letter.

VIII. Sabbatical Leave – 2019/2020 It has been requested that the Academic Senate President(s) remind the faculty members, at their respective colleges, of the opportunity and the deadlines for application. The Sabbatical Leave(s) are no longer assigned to a specific college.

IX. Open Hearing

X. Next Meetings: **April 4, 2019; May 23, 2019**
No Meeting in June, July or August (Possible meeting June 13, 2019)