

## PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

### Agenda

Thursday, April 4, 2019

TIME: 12:50 pm-1:50pm

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

#### I. **Approval of Agenda**

#### II. **Approval of February 7, 2019\* and March 7, 2019 Minutes** (\*Tabled at the 03/07/19 meeting)

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

#### IV. **Information only**

In accordance with CTA Agreement: Article XIII.P.7.b. **Virginia White** submitted a final written Sabbatical Report, on March 8, 2019, to Dr. Gregory Anderson in addition to Dr. Wolde-Ab Isaac, Dr. Susan Mills, Dr. Mark Sellick and Mr. James Banks.

#### V. **Discussion Item**

The PG&SL committee met to discuss the changes to AP/BP 7160 and 7160a on 03/21/19. The final revisions for were sent to the committee after the meeting on 03/21/19. Upon approval, the PG&SL committee's recommendations will be forwarded to the workgroup and a meeting will be scheduled. Any additional recommendations will be shared all PG&SL committee members.

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

#### VI. **Professional Growth**

##### **Tabled Items**

**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. **The request was discussed at the meeting on March 7, 2019 and was tabled. A request was submitted to the committee for an electronic vote on March 7, 2019. The results of the electronic vote were 5-approved the overall Doctoral program and coursework beginning on, or after, March 8, 2019. The coursework dated 09/2018 to 12/2018 and 01/2019 to 03/2019 were not approved because they began, and ended, prior to being submitted to, and/or approved by, the PG&SL committee; 1-approved overall program and all coursework. The faculty member has asked if there is an appeal process for coursework which is not approved.**

##### **New Requests**

**Tommie Denson** – Request for approval of a Professional Growth Plan to complete coursework 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 applicant submitted an e-mail on the deadline date 03/20/19.

**Anya Marquis** – Request for approval of a Professional Growth Plan to complete coursework at the University of Montana. 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 03/20/19.

**Denise Kruiuzenga-Muro** – Request for approval of a Professional Growth Plan to complete coursework at St. Cloud State 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 applicant submitted an e-mail on the deadline date 03/12/19.

**VII. Salary Reclassification**

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

**New Requests**

**Amy Kramer** – Request for salary reclassification from Column D to Column E due to completion of fifteen units completed at the University of LaVerne. 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 Requests Received**

**Amber Casolari** – Request for Sabbatical Leave. Full Year’s Leave (100% Special Sabbatical Leave) for 2019-2020 Academic Year. Items provided for committee’s review are: Sabbatical Leave Request Checklist; Sabbatical Leave Request Form; Sabbatical Leave Request Sign Off Form (signed by the Department Chair and VP, Academic Affairs); Sabbatical Leave Proposal and the Certificate of Health. The packet was submitted/received in accordance with the posted deadline.

**Lisa Nelson** – Request for Sabbatical Leave. Full Year’s Leave (70% Regular Sabbatical Leave) for 2019-2020 Academic Year. Items provided for committee’s review are: Sabbatical Leave Request Checklist; Sabbatical Leave Request Form; Sabbatical Leave Request Sign Off Form (signed by the Department Chair, VP, Academic Affairs and College President); Sabbatical Leave Proposal and the Certificate of Health. The packet was submitted/received in accordance with the posted deadline.

**IX. Requests for Change in Rank to Full Professor Applications (Information Item)**

The following requests have been submitted to, and approved by, the PG&SL Committee, the respective College President(s) and Chancellor, Wolde-Ab Isaac. The recommendations will be on the agenda for the Cabinet Meeting in March. In addition, they will be on the agenda(s) for the Board of Trustees (BOT) meetings in April.

The Professors have been invited to attend the BOT Meeting at 6:00p.m. on April 16, 2019, located at the District Office, 3801 Market Street in Riverside. The Professors will be presented with a framed certificate, upon receiving Board approval.

**Approved-Doctorate/Terminal Degree**

Cordell Briggs	Ph.D.	English	MVC
Peggy Campo	Ed.D.	Anatomy & Physiology	NC
Teresa Friedrich Finnern	Ph.D.	Biology	NC
Monica Gutierrez	Ph.D.	Biology	NC
Deborah Hall	Ed.D.	Coordinator Student Activities	RCC
Lisa Nelson	Ph.D.	English	NC
LaTonya Parker	Ed.D.	Counseling	MVC
Clarence Romero	Ph.D.	Psychology	RCC
Chui Zhi Yao	Ph.D.	Mathematics	MVC

**Approved-Years of Service/Education/Scholarship**

William James Elton	M.S.	Kinesiology	RCC
Robert Fontaine	M.A.	EMS	MVC
Steven Sigloch	M.Ed.	Kinesiology	RCC

The following requests were submitted and reviewed by the PG&SL Committee, the respective College President(s) and Chancellor Wolde-Ab Isaac. The applicants did not meet the minimum qualifying criteria according to BP 4000. The recommendations will not be on the agenda for the for the Board of Trustees (BOT) meetings in April.

**Does not meet minimum qualifying criteria -Years of Service/Education/Scholarship**

Kimberly Anderson	M.S.	Nursing	RCC
Chie Ishihara	M.B.A	Business Administration	RCC

**X. Request to Approve Meetings Dates/Deadline Dates for the 2019/2020 Academic Year**

It is requested that the PG & SL Committee review and approve the following meetings dates and deadline dates for the 2019/2020 Academic Year. The dates are the first Thursday of the month listed as follows with the exception of May, 2020:

<u>Meeting Date</u>	<u>Deadline Date (to Educational Services)</u>
September 5, 2019	August 21, 2019
October 3, 2019	September 18, 2019
November 7, 2019	October 23, 2019
December 5, 2019 (In Person)	November 19, 2019
No Meeting in January or February	
March 5, 2020	February 19, 2020
April 2, 2020	March 18, 2020
May 21, 2020	April 22, 2020
No Meeting in June, July or August	

Requests for Rank of Full Professor / Distinguished Professor:

Deadline Date: October 31, 2019 facilitated by PG&SL Committee / Educational Services.

Request for Rank of Associate Professor / Tenure are facilitated by HRER based on years of service/evaluations.

Request for Rank of Emeritus are facilitated by the District Academic Senate according to BP 4000.

Requests for Sabbatical Leave: Facilitated by the District Academic Senate, Faculty Association and PG&SL Committee. Deadline Date(s): March 15<sup>th</sup> of the current academic year for the following academic year. May 15<sup>th</sup> for the Spring semester only of the next academic year.

**XI. Open Hearing**

**Next Meeting:** May 23, 2019 (CCC Confer-Participant Pin 231624)