

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

Meeting Agenda

Date: Thursday, May 16, 2024

Time: 12:50 p.m. – 1:50 p.m.

ZOOM: 1-669-900-6833 / Meeting ID: 894 2440 4682 / Passcode: 340362

<https://rccd-edu.zoom.us/j/89424404682?pwd=b1lFN0NBOVNjR1o5L1cwR014c1NuQT09&from=addon>

Call to Order:

I. **Approval of the May 16, 2024 Agenda**

II. **Approval of the April 4, 2024 Minutes**

III. **Committee Members:** Denise Indermuehle
LaNeshia Judon (Co-Chair)
Frankie Moore
Natalie Morford
Sara Nafzgar
Debbi Renfrow
Lijuan Zhai (Co-Chair)

Guest(s): Felipe Galicia; Susan Mills; Katherine Koh

IV. **Information Only**

Update to BP/AP Workgroup Members and Meeting Status

The work group members have been confirmed as follows:

Members: Felipe Galicia; Denise Indermuehle; LaNeshia Judon; Susan Mills;
Sara Nafzgar; Debbi Renfrow; Lijuan Zhai

Guests: Keith Dobyms; Rhonda Taube; Susan Brucks

Additional meetings have been, and continue to be, scheduled to complete the review and updates pertaining to PG&SL within the following: BP/AP 6160; AP 6160A and BP/AP 2000.

A final meeting will be scheduled with the workgroup members for review and approval of the final recommendations for BP/AP 6160A.

V. **Discussion Items**

Sabbatical Leave – 2024 / 2025 Academic Year Requests Received

An email was sent, on November 28, 2023, on behalf of Chancellor Isaac stating the following:

“...The District agreed to fund up to four sabbatical leaves for full-time faculty during the academic year 2024 – 2025. The sabbaticals will be awarded through a competitive district-wide process according to the academic merit of the proposals, with no specific allocations per college...”

Requests for Full Year's Sabbatical Leave 2024 / 2025

Ducat, James – Request for Sabbatical Leave. Full Year's Leave (70% Regular Sabbatical Leave) for 2024-2025 Academic Year. Items provided for committee's review are: Sabbatical Leave Request Form; Sabbatical Leave Request Sign Off Page (signed by the Department Chair and VP, Academic Affairs); the Certificate of Health and the Sabbatical Leave Proposal.

Sanchez, Marc – Request for Sabbatical Leave. Full Year's Leave (100% Regular Sabbatical Leave) for 2024-2025 Academic Year. Items provided for committee's review are: Sabbatical Leave Request Form; Sabbatical Leave Request Sign Off Page (signed by the Department Chair and VP, Academic Affairs); the Certificate of Health and the Sabbatical Leave Proposal.

Tyler, Jody – Request for Sabbatical Leave. Full Year's Leave (100% Regular Sabbatical Leave) for 2024-2025 Academic Year. Items provided for committee's review are: Sabbatical Leave Request Form; Sabbatical Leave Request Sign Off Page (signed by the Department Chair and VP, Academic Affairs); the Certificate of Health and the Sabbatical Leave Proposal.

Requests for Semester Sabbatical Leave Spring 2025

Gibbons-Anderson, Joan – Request for Sabbatical Leave. Semester Leave (100% Semester Sabbatical Leave) for Spring 2025. The deadline date to submit the complete packet is May 15, 2024. The information will be provided for committee's review upon receipt of the complete packet. Items to be provided for committee's review are: Sabbatical Leave Request Form; Sabbatical Leave Request Sign Off Page (signed by the Department Chair and VP, Academic Affairs); the Certificate of Health and the Sabbatical Leave Proposal.

VI. Professional Growth

Tabled Items

Lahren, Catherine – Request for approval of a Professional Growth Plan to complete a Postgraduate Certificate in Diversity, Equity and Inclusion from California State University San Bernardino. Items provided for committee's review are: A letter describing the program and how it is directly related to the current Academic Full-Time Faculty position; the Plan for Professional Growth Form; Requested Coursework Form; Course Descriptions. An Email from HR&ER verifying that there are 2 carry-over units prior to time of hire. – **An email was received from C. Lahren, on May 1, 2024, stating that the courses are not post graduate level courses.**

New Requests

Elton, William – Request for approval of a Professional Growth Plan to complete an Online Graduate Certificate in eLearning Design, Development and Delivery from the University of Central Florida. Items provided for committee's review are: A letter describing the program and how it is directly related to the current Academic Full-Time Faculty position; the Plan for Professional Growth Form; Requested Coursework Form; Course Descriptions. An Email from HR&ER verifying that there are 0 carry-over units prior to time of hire.

Elton, William – Request for approval of a Professional Growth Plan to complete an Online Graduate Certificate in Fundraising from the University of Central Florida. Items provided for committee's review are: A letter describing the program and how it is directly related to

the current Academic Full-Time Faculty position; the Plan for Professional Growth Form; Requested Coursework Form; Course Descriptions. An Email from HR&ER verifying that there are 0 carry-over units prior to time of hire.

Elton, William – Request for approval of a Professional Growth Plan to complete an Online Graduate Certificate in College Teaching and Leadership from the University of Central Florida. Items provided for committee's review are: A letter describing the program and how it is directly related to the current Academic Full-Time Faculty position; the Plan for Professional Growth Form; Requested Coursework Form; Course Descriptions. An Email from HR&ER verifying that there are 0 carry-over units prior to time of hire.

Oceguera, Jose – Request for approval of a Professional Growth Plan to complete course work and instructional programs offered by the Online Network of Educators (@ONE via the California Virtual Campus and graduate level course work from Fresno Pacific University. Items provided for committee's review are: A letter describing the program and how it is directly related to the current Academic Full-Time Faculty position; the Plan for Professional Growth Form; Requested Coursework Form; Course Descriptions. A notification from HR&ER verifying that there are 0 carry-over units prior to time of hire indicated on the form.

Patterson, Carrie – Request for approval of a Professional Growth Plan to complete Graduate Level course work for an Inclusive Classroom Teaching Certificate from the University of La Verne. Items provided for committee's review are: A letter describing the program and how it is directly related to the current Academic Full-Time Faculty position; the Plan for Professional Growth Form; Requested Coursework Form; Course Descriptions. An Email from HR&ER verifying that there are 0 carry-over units prior to time of hire.

Patterson, Carrie – Request for approval of a Professional Growth Plan to complete Graduate Level course work for a Teaching in a Multicultural Classroom Certificate from the University of La Verne. Items provided for committee's review are: A letter describing the program and how it is directly related to the current Academic Full-Time Faculty position; the Plan for Professional Growth Form; Requested Coursework Form; Course Descriptions. An Email from HR&ER verifying that there are 0 carry-over units prior to time of hire.

Patterson, Carrie – Request for approval of a Professional Growth Plan to complete Graduate Level course work for an Integrated Technology in the Classroom Certificate from the University of La Verne. Items provided for committee's review are: A letter describing the program and how it is directly related to the current Academic Full-Time Faculty position; the Plan for Professional Growth Form; Requested Coursework Form; Course Descriptions. An Email from HR&ER verifying that there are 0 carry-over units prior to time of hire.

Patterson, Carrie – Request for approval of a Professional Growth Plan to complete Graduate Level course work for a Motivation and Classroom Management Certificate from the University of La Verne. Items provided for committee's review are: A letter describing the program and how it is directly related to the current Academic Full-Time Faculty position; the Plan for Professional Growth Form; Requested Coursework Form; Course

Descriptions. An Email from HR&ER verifying that there are 0 carry-over units prior to time of hire.

Webb, Joel – Request for approval of a Professional Growth Plan to complete course work for a certificate in Integrating Technology into the Classroom from the University of La Verne. Items provided for committee’s review are: A letter describing the program and how it is directly related to the current Academic Full-Time Faculty position; the Plan for Professional Growth Form; Requested Coursework Form; Course Descriptions. An Email from HR&ER verifying that there are 13 carry-over units prior to time of hire.

VII. Salary Reclassification

Tabled Items

No tabled items.

New Request

Aguilar, Ruben – Request for Salary Reclassification to move from Column C to Column D due to completion of 16.0 approved units from California Baptist University. Items provided for the committee’s review are: Request for Reclassification Form; official transcripts and copies of the committee’s program approval letters. This will leave a balance of 1.0 approved unit to apply toward the next salary reclassification request.

Mendelovitz, Kfir – Request for Salary Reclassification to move from Column E to Column F due to completion of 15.0 approved units from Moreno Valley College and California State University – San Bernardino. The faculty member is on the Occupational Salary Schedule. Items provided for the committee’s review are: Request for Reclassification Form; official transcripts and copies of the committee’s program approval letters.

Rocillo, James – Request for Salary Reclassification to move from Column E to Column F due to completion of 16.0 approved units from California Baptist University. Items provided for the committee’s review are: Request for Reclassification Form; official transcripts and copies of the committee’s program approval letters.

Wilson, Melissa – Request for Salary Reclassification to move from Column G to Column H due to completion of a Doctor of Philosophy from the University of California, Riverside. Items provided for the committee’s review are: Request for Reclassification Form; official transcripts with the degree posted and conferred and a letter informing the committee that the faculty member was enrolled in the Doctoral program at the time of hire.

VIII. Open Hearing

IX. Next Meeting Dates: June 6, 2024

Meeting Adjourned: