

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

Meeting Agenda

Date: Thursday, December 7, 2023

Time: 12:50 p.m. – 1:50 p.m.

Zoom: 1-669-900-6833 / Meeting ID: 892 1899 6092 / Passcode: 620022

<https://rccd-edu.zoom.us/j/89218996092?pwd=K2pSMHdWLytoQVkvb3VZejVHdzRmQT09&from=addon>

Call to Order:

I. Approval of the December 7, 2023 Agenda

II. Approval of the November 2, 2023 Minutes

- III. **Committee Members** Denise Indermuehle (Co-Chair)
LaNeshia Judon
Frankie Moore
Natalie Morford
Sara Nafzgar
Debbi Renfrow (Member, appointed as designee for
Professor James Banks)
Lijuan Zhai (Co-Chair)
- Guest(s):** Keith Dobyns; Felipe Galicia; Susan Mills; Susan Brucks; 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; Susan Mills; Sara Nafzgar;
Debbi Renfrow; Lijuan Zhai

Guests: Keith Dobyns, Rhonda Taube, Susan Brucks

The initial meeting took place on November 30, 2023. The primary focus at the meeting was AP 6160[A]. It has been determined that a smaller work group will work on the language and bring the proposed changes to the work group for further discussion.

Additional meetings will be scheduled to complete the review and update(s) pertaining to PG&SL within the following: BP/AP 6160; AP 6160A and BP/AP 2000.

V. **Discussion Items**

VI. **Nomination(s) for the Rank of Distinguished Professor**

The offices of Educational Services and Strategic Planning has received nominations for two (2) requests for the Rank of Distinguished Professor for the 2024 / 2025 academic year. The information pertaining to the requests was provided to the PG&SL Committee on November 9, 2023 and on November 28, 2023 via Teams for review and consideration.

Requests for Change in Rank to Distinguished Professor Nominations 2024 / 2025

Academic Year

Dr. Christopher Nollette	Professor of Emergency Medical Service Doctor of Education	MVC
Dr. Heather Smith	Professor of Life Sciences Doctor of Philosophy	RCC

VII. Request(s) for Rank of Professor

The offices of Educational Services and Strategic Planning has received nine (9) requests for the Rank of Professor for the 2024 / 2025 academic year. The information pertaining to the requests was provided to the PG&SL Committee on November 9, 2023 and on November 28, 2023 via Teams for review and consideration.

Requests for Change in Rank to Full Professor Applications 2024 / 2025 Academic Year

Doctorate/Terminal Degree

Tucker Amidon	Associate Professor, English	Doctor of Philosophy	RCC
Denise Kruiuzenga-Muro	Associate Professor, English	Doctor of Education	RCC
Gabriela Mendoza	Associate Professor, Mathematics	Doctor of Philosophy	RCC

Exemplary service to the institution and/or the community for at least fifteen (15) years

Rudolph Arguelles, Jr.	Associate Professor, Kinesiology	Master of Education, Physical Education	RCC
Douglas Finrock	Associate Professor, Kinesiology	Master of Science, Physical Education	RCC
Jeanne Howard	Associate Professor, Counseling	Master of Science, Counseling	MVC
Ana-Marie Olaerts	Associate Professor, Communication Studies	Master of Arts, Speech Communication	NC
Clifford Ruth	Associate Professor, Communication Studies	Master of Arts, Communication Studies	RCC
Garth Schultz	Associate Professor, Counseling	Master of Arts, Educational Technology	RCC

VIII. Request(s) for Sabbatical Leave

An email was sent 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...”

The deadline date(s) for sabbatical leave(s) are:

- March 15th of the current academic year for the following academic year and/or the Fall semester only of the next academic year.
- May 15th of the current academic year for the Spring semester only of the next academic year.

The PG&SL Committee will review the requests at the May 16, 2024. It is recommended that the committee discuss the meeting date as it is the day after the deadline date.

IX. Professional Growth

Tabled Items

No tabled items.

New Requests

Cowart, Amy – Request for approval of a Professional Growth Plan to complete a Post-Master’s Certification as a Mental Health Nurse Practitioner from Walden University. Items provided for committee’s review are: A letter describing the program and how the 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 11.0 carry-over units prior to time of hire. The faculty member is aware that the first two courses will not count toward the column placement due to the start date; however, approval is being requested toward the overall program.

Mendelovitz, Kfir – Request for approval of a Professional Growth Plan to complete course work toward a Bachelor’s Degree at California State University, San Bernardino and Moreno Valley College, respectively. The faculty member is on the occupational salary schedule. Items provided for committee’s review are: A copy of the letter describing the reason for the request; the Plan for Professional Growth Form; Requested Coursework Form; Course Descriptions. There are no carry-over units for use toward salary reclassification.

Ramin, Michelle – Request for approval of a Professional Growth Plan to complete a return to industry. Items provided for committee’s review are: A letter describing the program and how the it is directly related to the current Academic Full-Time Faculty position; the Plan for Professional Growth Form; Requested Coursework Form; supporting documentation. An Email from HR&ER verifying that there are no carry-over units prior to time of hire. The employee will be working a paid assignment during the Winter intersession. Payment will be provided by Minnesota State University.

X. Salary Reclassification

Tabled Items

No tabled items.

New Request

Nafzgar, Sara – Request for Salary Reclassification to move from Column D to Column E due to completion of 12 approved units from the University of La Verne and 3 approved units for two certificates of completion toward an IACET Accredited Professional Development program. Items provided for the committee’s review are: Request for Reclassification Form; official transcripts; a copy of the committee’s program approval letters with the courses highlighted and the certificates of completion from IACET.

XI. Open Hearing

XII. Next Meeting Dates: March 7, 2024; April 4, 2024; May 16, 2024; June 6, 2024

Meeting Adjourned: