

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

April 4, 2013

Minutes

12:50 – 1:50

CCCconfer

Present: Sylvia Thomas, Admin Co-chair; Ken Cramm, Faculty Co-chair; James Banks; Kathleen Saxon; Mike Cluff; Celia Brockenbrough

Absent: Gwen Yount

I. Approval of March 7, 2013 Minutes/MS/Cluff/Banks (2 abstentions/2 ayes) Motion Passed

II. Information Only

- a. Continue discussion on the development of a rubric for AP 7160 paragraph II. B. 2. No historical evidence was found regarding units being granted for publications going back to 2005.
- The committee suggested switching paragraphs I.B and IC. in AP 7160a and send forward to Ruth Adams to vet to the appropriate governance group. In the meantime, they will work on developing a rubric to determine point values for different kinds of publications.
- 1st Motion** – Rubric to be put on hold and forward AP 7160a to Ruth Adams
Amended Motion – Rubric to be used for operational guidelines for the PG & SL Committee only
Amended Motion – Rubric to be used for operational guidelines only is addressed in paragraph 4.A of AP 7160a/**Motion Withdrawn/MS/Saxon/Cluff**
2nd Motion – to forward revised AP 7160a as written to Ruth Adams to vet to appropriate governance group/**MS/Cluff/Saxon/Unanimous**
- b. Operational guidelines developed by Ken Cramm
- AP 7160a II.A.6 – Committee agreed to leave as is. Restructured last sentence.
 - Committee to research other Districts/Colleges to see if they have a rubric in place for determining point values for different types of publications (AP 7160a II.B.2.)
 - Paragraph V - revised Sabbatical Leave Forms and information will be uploaded to the District website soon. All college websites should link to Sabbatical Information, etc. on the District website only.
 - Previously granted sabbaticals can be used as source documents for future sabbaticals being submitted.
 - Committee to review Ken's operational guidelines once again over Spring break to see if anything is missing or should something be removed. AP 7160a covers what is needed for operational guidelines; it just needs to be written out.

Academic Rank Changes for 2013-2014 – Committee reviewed for their information.

III. Salary Reclassification

Shari Yates – is an Associate Professor of Early Childhood Education requesting approval of her salary reclassification from C-15 to D-15 upon the completion of 15 semester units from Brandman University in pursuit of her Doctorate of Education in Organizational Leadership:

EDOL 700	Transformational Leadership	3.00
EDOL 750	Writing for Research I	2.00
EDOL 705	Communication & Conflict Resolution	3.00
EDOL 751	Writing for Research II	2.00
EDOL 706	Team & Group Dynamics	3.00
EDOL 752	Quantitative Research Methods I	2.00
	Total	15 sem units

Motion – to approve Shari Yates' salary reclassification to move from C-15 to D-15
MS/Banks/Celia/Unanimous

Next Meeting Date: Thursday, May 2, 2013/12:50/CCCconfer