

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

November 1, 2012

12:40

CCCconfer

Present: Ken Cramm, Faculty Co-chair; Sylvia Thomas, Administrative Co-chair; James Banks; Celia Brockenbrough; Kathleen Saxon; Gwen Yount

Absent: Mike Cluff

1. **Approval of minutes 9/13/12 (10/4/12 informal meeting) – MSC/Banks/Saxon/1 abstention**
Vote – 3/2; **Motion carried**

II. **Review of AP 7160a and Revised Professor Applications**

AP 7160a – see attached document with committee recommendations in red and listed below:

II.A.3 – committee recommended spelling out CEU

II.A.4 – Mike wasn't present so the committee will review his changes to this paragraph starting with the second sentence, once submitted.

II.A.5 – committee recommended adding the word "semester".

II.A.6 - Mike to reword this paragraph for the committee's review.

II.A.7 – committee recommended deletion of the last sentence.

II.B.1 – committee recommended deletion of the word "individual" and adding the word "authored". It was suggested that the committee should start sending out reminders to faculty at the beginning of each semester notifying them of what will help them advance on the salary schedule, e.g., any publications they may be working on, etc. To be revisited at a future meeting.

II.B.2 – committee recommended changing number of units that may be approved to "up to five" from "seven" for sections B.2, B.3 and C.2. It was suggested that a rubric be created to determine the unit worth of a publication, e.g. what constitutes one unit?

IV.A – committee recommended last sentence to be deleted.

IV.C, D – committee recommended adding "Administrative" Chairperson.

IV.E. – committee recommended adding "Administrative" Chairperson; replacing "President of the College" to "Provost/Vice Chancellor Educational Services, or designee".

Recommended changing the word "would" to "must" be submitted... and deleting the rest of the last sentence after District Academic Senate.

V. Sabbatical Leave – Discussion regarding Contract XIII.N.2 referencing AP 7160 in regards to course work, professional publications, independent study, and return to industry. AP 7160 does make reference to these four purposes for sabbaticals.

XIII.N.3.a. Criteria to be used in granting of sabbaticals needs to be established in AP 7160.

Revised Full Professor Cover Letter and application; Distinguished Professor Application

Committee will review on their own the revised rank of professor application, cover letter and the new distinguished professor application. They will send Debbie any corrections or additions needed. To be reviewed at a future meeting.

Meeting adjourned 1:40 p.m.

Next Meeting:

Thursday, December 6, 2012

12:30 p.m.

District Office, #319

For Review of (8) Professor Applications

Snacks will be served