

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

March 20, 2014

Minutes

Time: 12:50 – 1:50 pm

CCCconfer

Present: Sylvia Thomas, Admin Co-chair; Celia Brockenbrough, Faculty Co-Chair; Ken Cramm, Tammy Kearn; Carol Miter; Kathleen Saxon

Absent: James Banks

I. Call Meeting to Order – 1:55 p.m.

- a. Approval of December 5, 2013 Minutes/MSK/Kearn/Saxon (1 abstention - C.Miter)
- b. Appoint new Faculty Co-Chair – Celia Brockenbrough graciously volunteered to continue as the Faculty Co-Chair for the remainder of the year.
- c. Celia welcomed Carol Miter as the new Norco Representative who has kindly accepted this appointment for the remainder of the year.
- d. Acknowledge Mike Cluff's service to PG & SL – The committee was saddened to hear of Mike's sudden departure and acknowledged his valuable service to the committee since 2010. Celia stated that Mike's poem will be read on April 1st at the Library's poetry series, which Mike always led.

II. Information Only

- a. **Don Wilcoxson** – revised professor application accepted unanimously by e-mail vote on December 20, 2013 to move forward.
Motion – to accept Don Wilcoxson's revised Full Professor Application by e-mail on 12/20/13
MSK/Kearn/Cramm/Unanimous
- b. **Maria Pacheco** – is an Associate Professor of Counseling at MVC. She requested salary reclassification from E to F based on completion of 15 semester units from the Chicago School of Professional Psychology, L.A. campus in pursuit of her Psy.D degree in Marital and Family Therapy.
Motion – to approve Maria Pacheco's salary reclassification from E to F
MSK/Banks/Kearn/Unanimous / PG & SL Committee approved this reclassification by email vote on 1/28/14 to expedite this for board approval.
- c. **Sheila Pisa** - is a Professor of Mathematics at Moreno Valley College. She is requesting salary reclassification from Column F to Column H based on award of her Doctorate in Educational Technology from Pepperdine University on 10/15/13 for a total of 62 semester units.
Motion – to approve Sheila Pisa's salary reclassification from Column F to Column H
MSK/Kern/Banks/Unanimous / PG & SL approved this reclassification by e-mail vote on 1/9/14 to expedite this for board approval.
- d. **Carla Reible** – Sylvia Thomas sent Carla an email on 12/17/13 regarding her approved professional growth plan in May 2013. After reviewing these courses from the University of Phoenix, the committee realized that these courses are CEUs per BP 3080 and not coursework for salary advancement. Sylvia stated in her email, that it is possible PG & SL might withdraw its approval of her plan.
Motion – to notify Carla that the committee has taken a closer look at the courses she has taken which they believe to be CEUs and advise her that these units, previously approved in May 2013, will be accepted as graduate level courses for salary advancement from the University of Phoenix. Any additional coursework described as professional level, fully online, self-paced courses which are non-degree applicable, will from now on, only be applied as CEU credit as granted under BP 3080, Option II.A.3.
MSK/Kearn/Miter/Unanimous
- e. **Additional revisions to AP 7160 regarding questions about terminal degrees and publications– Terminal Degrees:** Since the policy is explicit in stating that professional growth must be in the faculty member's discipline or related directly to their assignment, a question was raised about doctorate degrees, many of which are in broader, non-discipline-related areas....like Leadership, Community College Specialization, Educational Administration and so forth.

Publications: What if a faculty member writes a second book on the same topic as their first book? Would they still be eligible to submit the second book towards professional growth? Due to the confusion, suggested language has been added to paragraphs II.A. and II.B.1. (See attached AP 7160a)

Discussion – MVC and Norco senates did not approve of AP 7160a because of the two concerns above. Sylvia has made revisions to AP 7160a addressing both of these concerns. The committee approved of her revisions. There was a suggestion to add another statement regarding appeals, but the committee agreed that such a statement is not needed. Sylvia will take AP 7160a to the District Academic Senate meeting for their review on Monday, March 24th.

f. **Update of professional growth plans for Counseling faculty**

PG & SL's letter of December 17, 2013 stated that courses completed by Counseling faculty as of January 31, 2014 from previously approved professional growth plans, would be accepted as graduate level courses for salary advancement from the University of La Verne. Any additional coursework described as professional level, fully online, self-paced courses which are non-degree applicable, will from now on, only be applied as CEU credit as granted under BP 3080, Option II.A.3.

g. **Update on Rank of Professor for 2014-2015 (8)**

Moreno Valley

Chris Nollette, Emergency Medical Services

Norco

Rex Beck, Business Administration

Rosina Chacon, Counseling

Dominique Hitchcock, Spanish

Gail Zwart, Business Administration

Riverside City College

Debbie Cazares, Early Childhood Education

Patricia Tutor, Nursing

Don Wilcoxson, Business Administration

III. **Professional Growth**

James Finley – is an Instructor in Multimedia at Norco. He is requesting approval of his professional growth plan to earn his Masters in Software Engineering from Cal State Fullerton for a total of 30 semester units:

CPSC 541	Systems and Software Standards and Requirements	3.00
CPSC 542	Software Verification and Validation	3.00
CPSC 5403	Software Maintenance	3.00
CPSC 544	Advanced Software Process	3.00
CPSC 545	Software Design and Architecture	3.00
CPSC 546	Modern Software Management	3.00
CPSC 547	Software Measurement	3.00
CPSC 548	Professional, Ethical and Legal Issues for Software Engineers	3.00
CPSC 597	Masters Project/Thesis	<u>6.00</u>
	Total:	30 sem units

Discussion – The committee's concern was that James started his professional growth plan back in 2012 which he had never submitted to PG & SL for prior approval.

Motion – to table James Finley's professional growth plan until our next meeting and James will be contacted for further information. **MSC/Saxon/Brockenbrough**

IV. **Reclassification**

Rosa Ramos – is an Associate Professor of Counseling at RCC. Rosa is requesting salary reclassification from F to G based on completion of 12 semester units from the University of La Verne and 5 semester units from RCC for SPA-3 in Fall 2007:

EDUC 713J

Motivating Students Who Don't Care

3.00

EDUC 715B	Making Connections for Engaged Learning	3.00
EDUC 715I	Effective Feedback to Improve Student Achievement	3.00
EDUC 716G	Bridging the Culture and Poverty Gap in Education	3.00
SPA 3	Spanish 3 (Fall 2007)	<u>5.00</u>
	TOTAL:	17 sem units

Motion – to approve Rosa’s salary reclassification from F to G/**MSC/Cramm/Saxon/Unanimous**

Marissa Iliscupidez – is an Assistant Professor of Counseling at Norco. Marissa is requesting salary reclassification from D to E based on completion of 15 semester units and award of her Inclusive Classroom Teaching Certificate from the University of La Verne:

EDUC 711X	Creating a Mindful Environment	3.00
EDUC 712N	Teaching the Latino Student	3.00
EDUC 713K	The Differentiated Classroom	3.00
EDUC 714U	Understanding Asperger’s Syndrome	3.00
EDUC 715A	Teaching Students with Mild Disabilities	<u>3.00</u>
	Total	15 sem units

Motion – to approve Marissa’s salary reclassification from D to E/**MSC/Kearn/Miter/Unanimous**

Jeanne Howard – is an Associate Professor of Counseling at MVC. She is requesting salary reclassification from F to G based on completion of 15 semester units from the University of La Verne:

EDUC 714P	Microsoft Excel	3.00
EDUC 717E	Creating a Google Apps Classroom	3.00
EDUC 715P	Web 2.0 Powerful Tools to Transform Teaching	3.00
EDUC 714U	Understanding Asperger’s Syndrome	3.00
EDUC 712Z	Understanding Autism	<u>3.00</u>
	TOTAL	15 sem units

Motion – to approve Jeanne’s salary reclassification from F to G
MSC/Kearn/Cramm/Unanimous

LaTonya Parker- is an Associate Professor of Counseling at MVC. She is requesting salary reclassification from D-12 to E-12 in from Brandman University in pursuit of her Ed.D in Organizational Leadership (official transcript pending):

EDOL 700	Transformational Leadership	3.00
EDOL 750	Writing for Research & Publication I	2.00
EDOL 705	Organizational Communication and Conflict Management	3.00
EDOL 751	Writing for Research & Publication II	2.00
EDOL 706	Team and Group Dynamics	3.00
EDOL 752	Quantitative Research Methods	<u>2.00</u>
	Total semester units:	15.00

Motion – to approve LaTonya’s salary reclassification from D to E pending receipt of her official transcript/**MSC/Kearn/Miter/Unanimous**

- V. **Open Hearing** – There was a concern regarding why only a maximum of five units (changed from seven units) of credit for publications is allowed under AP 7160a II. B.2 and 3. It was suggested that maybe a variable unit amount is needed depending upon what is submitted in terms of a publication. This issue will be agendized for our next meeting. The committee agreed that in preparation for the April 3rd meeting, they would come up with some guidelines or a rubric that could be used to determine the weight and potential unit value of a submission.

Adjourned: 1:40 p.m. /**MSC/Kearn/Saxon**

Next Meeting:

Thursday, April 3, 2014
12:50 – 1:50
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