

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

November 7, 2013

Minutes

12:50 – 1:50

CCCconfer

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

**I. Approval of October 3, 2013 Minutes/MSB/Banks/Brockenbrough/Unanimous**

**II. Information Only**

Review emails sent to Ruth Adams from Richard Mahon and Micherri Wiggs and consider their comments on AP 7160a. To clarify section II.A.4 and address Joanie Gibbons-Anderson's comments, Tammy agreed to draft language regarding workshop preparation as a presenter versus being just a participant and hours that verify one semester unit. Tammy will send the draft language to the committee and copy Joanie in her e-mail. Ruth had already incorporated Richard's suggestions into the AP which the committee accepted.

**III. Professional Growth**

**Nicole Abbate** – A motion was made and seconded by e-mail on 10/17/13 to approve Nicole's appeal. A vote is needed.

**Motion** – to approve Nicole's request dated 10/14/13 appealing the committee's decision denying approval of her professional growth plan to complete 18 semester units through the University of La Verne to further her education in her discipline and for salary advancement/Cramm/Kearn  
**(vote: 0 ayes/5 nays) Motion Failed**

**Peggy Campo** - is an Associate Professor of Anatomy & Physiology at Norco College. She is requesting approval for her professional growth plan to pursue her Ed.D. in Leadership in Higher Education at Northcentral University for a total of 54 semester units:

EDU 7101-8	Foundations for Graduate Study in Education	3.00
EDU 7001-8	Advanced Scholarly Writing	3.00
LHE 7004-8	Org. and Governance of Higher Education	3.00
EDU 7002-8	Edu. Research Methodology	3.00
LHE 7005-8	Legal Issues in Higher Education	3.00
EDU 7003-8	Statistics I	3.00
LHE 7013-8	Community College Curriculum and Program Develop.	3.00
LHE 7014-8	Intro to the Community College	3.00
LHE 7008-8	Higher Education Finance	3.00
EDU 7702-8	Research Design	3.00
LHE 7010-8	Current Trends and Topics in Higher Education	3.00
EDU 7005-8	Qualitative Methods	3.00
EDU 7707-8	Planning Dissertation Research in Education	3.00
CMP 9400E	Doctoral Comprehensive Examination	3.00
DIS 9401E	Doctoral Dissertation Research I	3.00
DIS 9402E	Doctoral Dissertation Research II	3.00
DIS 9403E	Doctoral Dissertation Research III	3.00
DIS 9404E	Doctoral Dissertation Research IV	<u>3.00</u>
	<b>Total</b>	<b>54 sem units</b>

**Motion – to approve Peggy Campo's professional growth plan  
MSB/Kearn/Saxon/Unanimous**

Discussion followed. Debbie will let faculty know that if there are any changes to their professional growth plan, to please send those changes to the PG & SL Committee for our records. The question was asked whether or not a faculty member could go outside of their Faculty Service Area by earning an Ed.D. or a Ph.D.? The response was yes for an Ed.D but no for a Ph.D.

**Pam Whelchel** - is an Associate Professor of Mathematics at RCC. She is requesting professional growth for course work at Riverside City College for 4 semester units. She has several hearing impaired students in each of her classes every semester and feels this class would be beneficial for both her and her students if she were more familiar with the language:

AML 1 American Sign Language 4.00

**Motion – to approve professional growth plan for Pam Whelchel/Cramm/Kearn  
(vote: 0 ayes/4 nays/1 abstention / Motion Failed)**

BP 3080 II.A.7 states that you must complete a lower division program or plan before the units will be recommended for salary reclassification and must be directly related to the applicant's faculty service area. The committee agreed that one course does not constitute a planned program. The committee suggested that this course would be a good opportunity to receive flex credit.

**Veasna Chiek** – is an Associate Professor of Mathematics at RCC. He is requesting professional growth for course work at RCC. He feels that becoming proficient in these languages will make him more accessible in and outside the classroom and help him communicate more effectively with his deaf and Spanish speaking students.

AML 1	American Sign Language	4.00
AML 2	American Sign Language	4.00
SPA 1	Spanish 1	5.00
SPA 2	Spanish 2	5.00
SPA 3	Spanish 3	5.00
SPA 4	Spanish 4	5.00
<b>Total</b>		<b>28 sem units</b>

**Motion – Cramm/Kearn (vote: 2 ayes / 3 nays) Motion Failed**

The committee asked that Veasna Chiek send in verification that there exists direction and cohesion in the above professional growth plan and clarify how this plan is above and beyond those required for previous reclassification per BP 3080 II.A.6.

**Marissa Iliscupidez** – is an Assistant Professor of Counseling at Norco College. She is currently working on her professional growth plan at the University of La Verne to complete a Classroom Teaching Certificate Program for 15 semester units approved by PG & SL on May 30, 2013. She will advance to Column E once these courses are completed in December 2013.

She has submitted another professional growth plan for approval from the University of La Verne to complete the Computer Applications for the Classroom Certificate Program for another 21 semester units for salary advancement. This program will start on January 1, 2014 and be completed on June 30, 2014:

EDUC 715P	WEB 2.0: Powerful Tools to Transform Teaching and Learning	3.00
EDUC 717C	A Practical Introduction to Adobe Photoshop	3.00
EDUC 717E	Creating a Google Apps Classroom	3.00
EDUC 714P	Microsoft Excel 2007	3.00
EDUC 716N	Microsoft Publisher 2010	3.00
EDUC 716Q	Microsoft PowerPoint 2010	3.00
EDUC 716V	Microsoft Word 2010	3.00
<b>TOTAL:</b>		<b>21 sem units</b>

**Motion – to approve professional growth plan for Marissa/Kearn/Brockenbrough  
(vote: 0 ayes / 5 nays) Motion Failed**

The committee admits to making a mistake by approving previous professional growth plans for courses which were mistakenly believed to be credit-bearing, professional level courses, but in doing further research it's been determined that the courses are more comparable to CEUs from the University of La Verne and is trying to rectify this past mistake by moving forward with correct decisions and adherence to the guidelines for professional growth.

**Nicholas Franco** – is an Associate Professor of Counseling at Norco College. He is submitting a professional growth plan that will benefit his own personal health and well-being, technical skills and stress management and with knowledge that he can use at work. His plan is to take 21 semester units at the University of La Verne for the period 12/2013 – 5/2014 for advancement on the salary schedule:

EDUC 715G	ADD/ADHD Strategies Interventions	3.00
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EDUC-716V	Microsoft Word 2010	3.00
EDUC 710B	I'm so Stressed I could Scream	3.00
EDUC 710H	Understanding your Moods	3.00
KINE-734	Running for Maximum Performance	3.00
EDUC 716M	Suicide, Self Injury and School Violence Protection	3.00
EDUC 714P	Microsoft Excel 2007	3.00
	<b>Total</b>	<b>21 sem units</b>

**Motion – to approve Nicholas' professional growth plan/MS/Cramm/Kearn  
(vote: 0 ayes / 5 nays) Motion Failed**

The committee admits to making a mistake by approving previous professional growth plans for courses which were mistakenly believed to be credit-bearing, professional level courses, but in doing further research it's been determined that the courses are more comparable to CEUs from the University of La Verne and is trying to rectify this past mistake by moving forward with correct decisions and adherence to the guidelines for professional growth.

Kathleen asked the question as to whether or not she should bring the above issue forward to the academic senate. This discussion to be continued by e-mail.

**Meeting Adjourned: 2:10 p.m.**

**Next Meeting:**

**Thursday, December 5, 2013  
Face-to-Face Meeting  
Review of Professor Applications**