

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE
 March 3, 2016
 AMENDED MINUTES
 Time: 12:50 – 1:50 pm
 CCCconfer

Present: Sylvia Thomas, Admin Co-Chair; Faculty Co-Chair; James Banks; Kathleen Saxon, Carol Miter; Celia Brockenbrough; Susan St. Peters; Jason Wong

Meeting Called to Order: 12:55 p.m.

I. Approval of December 4, 2015 Minutes/MSB/Brockenbrough/Saxon (vote: 4 ayes / 1 abstention) Motion Passed.

II. Information

- James Banks and Kathleen Saxon agreed to share the Faculty Co-Chair position for 2015-2016. Kathleen was Co-Chair for Fall 2015 and James Banks is Co-Chair for Spring 2016.
- **Evaluate and Review Requirements for Distinguished and Full Professor Ranks** – Defer to May 5th meeting.
- **Update AP 7160a under Section V. Sabbatical Leave** – Sylvia will make the following revisions to this section and bring back to our April 7th meeting: (1) Change “Section N” to “Section P” (2) Change “Diversity and Human Resources to “Human Resources and Employee Relations”. Sabbaticals are due to the VP’s on March 15th. They will submit all sabbaticals to PG & SL for review to ensure they meet the criteria. PG & SL will then forward them to the College Presidents to make their selections of awarded sabbaticals. Those recommendations will be forwarded to the Chancellor. The four sabbaticals selected will be forwarded to the Board for approval. Mark corrected the AP 7160a link on the District website to link to the AP and not the RCC homepage.
- **Update of Eddy Chi’s Professional Growth Plan** in pursuit of his Ph.D in Urban Educational from Rossier School of Education at USC:

EDUC 630 Organizations and Policy: Current Issues	4.00
EDUC 640 The Research University in the 21st Century	4.00
EDUC 642 Controversies in Learning and Instruction	4.00
EDUC 650 Globalization and the Nation-State: Theories of Change	4.00
Concentration	
EDUC 790 Directed Research	10.00
EDUC 713 Lifespan Development	3.00
EDUC 712 Issues in Human Motivation	3.00
EDUC TBD Applying identity: Identity-based motivation in the classroom, in the pipeline, and in policy	3.00
Research Methods	
EDUC 657 Research Foundations	3.00
EDPT 652 Multiple Regression	3.00
EDUC 599 Introduction to Causal Inference in Educational Settings	3.00
EDUC 658 Hierarchical Linear Models	3.00
EDUC 599 Introduction to Qualitative Methods	3.00
Cognate	
ECON 615 Applied Econometrics	4.00
PM 552 Statistical Methods in Clinical Trials	3.00
ECON 642 Poverty, Human Resources, and Econ. Develop.	4.00
PMEP 549 Applied Pharmacoeconometrics II	4.00
Dissertation Research	
EDUC 791 Proposal for Doctoral Dissertation	1.00
EDUC 794a Doctoral Dissertation	2.00
EDUC 794b Doctoral Dissertation	<u>2.00</u>
Total Semester Units:	70.00
- Committee acknowledged receipt of Eddy Chi’s update to his professional growth plan which will be on file for future reference.
- **Professor Applications Approved for 2016-2017 (12)**
 Donald Foster, Associate Professor, Music, MVC, sent in requested additional information for his professor application on 12/14/15 which PG & SL approved by e-mail and it was forwarded to his college president on 12/14/15.

Committee acknowledged (12) New Professors moving forward to April board.

1. Jami Brown, Sociology, RCC
2. Larisa Broyles, Anthropology, MVC
3. Sarah Burnett, ECE, NC
4. Amber Casolari, Economics, RCC
5. Kenneth Cramm, Mathematics, RCC
6. Donald Foster, Music, MVC
7. Janet Lehr, Computer Applications, RCC
8. Carol Miter, English, NC
9. Jason Parks, Mathematics, NC
10. Richard Rodman, Automotive Technology, RCC
11. Rhonda Taube, Art, RCC
12. Shari Yates, ECE, RCC

- **Academic Rank Changes – Tenure List for 2016-2017**

Committee acknowledged Tenure List for 2016-2017 moving forward to April board.

1. Rosslyn Byous, Associate Professor, Physician Assistant, MVC
2. Deborah Moon, Associate Professor, Dental Hygiene, MVC

III. **Professional Growth**

Jim McCarron – is an Associate Professor in Kinesiology at RCC. He is requesting approval of his professional growth plan to earn his second Masters in Coaching and Athletics Administration at Concordia University, Irvine for a total of 36 semester units for salary advancement. He is currently on Column F:

Core Classes (20 units)

MCAA 510	Principles of Coaching & Leadership	4.00
MCAA 530	Ethics and Sport	4.00
MCAA 550	Research Methods & Analysis	4.00
MCAA 580	Legal Aspects of Sport	4.00
MCAA 595	Culminating Project	4.00

Electives (choose 4 classes – 16 units)

MCAA 520	Psychology of Coaching	4.00
MCAA 540	Sport Technologies	4.00
MCAA 560	Leadership & Administration	4.00
MCAA 561	Athletic Finance	4.00
MCAA 562	Facility Planning and Event Mgmt	4.00
MCAA 563	Intercollegiate Athletics in America	4.00
MCAA 570	Sport Medicine & Performance	4.00
MCAA 571	Adv. Theories/Strategies Coaching	4.00
MCAA 582	Women in Sport	4.00
MCAA 585	Strength, Speed & Conditioning	4.00
MCAA 586	Advanced Strength, Speed & Conditioning	4.00
MCAA 590	Concordia Univ. Coaching Academy	4.00
MCAA 591	Athletic Director Institute	4.00
MCAA 592	Internship	<u>4.00</u>

Total Semester Units: 36.00

Motion- to accept Jim McCarron's professional growth plan **MSC/Saxon/Miter/Unanimous**

It was suggested that a due date for professional growth plans and salary reclassifications be sent to all FT faculty for our last meeting of the Spring semester and last meeting of the Fall semester to ensure they get to us on time before their plan commences.

Elena Kobzeva – is an Associate Professor in Spanish at RCC. She is requesting approval of her professional growth plan to complete an Educational Technology Certificate at San Diego State University for improving her efforts to better serve her students in a unique learning experience. Greater availability of education through technology represents a real opportunity for improved student development and tapping into a greater population of students near and far. This will be for a total of 15 semester units. She is currently on Column D:

Required (6 units):

LDT 540	Educational Technology
LDT 544	Instructional Design

Electives (9 units):

LDT 561	Adv. Web-based Multimedia Development
LDT 570	Adv. Teaching with Technology
LDT 572	Technology for Course Delivery
LDT 596	Special Topics – committee discussed whether or not this was an upper division course. Elena doesn't need to take this course since it is one of the electives to choose from.

Motion - to accept Elena Kobzeva's professional growth plan/**MSC/Saxon/St. Peters**
(vote: 4 ayes / 1 absention) Motion Passed.

Ladylyn Dominguez – is an Assistant Professor in Counseling at Norco. She is requesting professional growth to pursue a Master of Science in Online Teaching and Learning for a total of 18.06 semester units at CSU East Bay starting March 28, 2016. You are currently on Column D:

OTL 6705	Educational Planning and Development for Online Programs	3.01
OTL 6706	Research in Online Teaching and Learning	3.01
OTL 6707	History and Culture of Online Learning Communities	3.01
OTL 6899	Capstone	3.01
OTL Elective	Theoretical Elective (select one: 6772; 6773; 6774)	3.01
OTL Elective	Methodological Elective (select one: 6780; 6781; 6782; 6783)	<u>3.01</u>
Total Semester Units:		18.06

Motion – to accept Ladylyn Dominguez's professional growth plan
MSC/Saxon/Miter/Unanimous

Bonnie Montes – is an Associate Professor in Counseling at MVC. She is currently on Column C-8. She is requesting professional growth to earn a Project Manager Certificate online to enhance her skills and tools needed to advance the coordination of the EOPS program into the next phase of success. She will take her continuing education coursework at UCLA's extension starting March 30, 2016 and ending December 30, 2016 towards salary advancement. Number of semester units to be determined – 36 verifiable hours = 1 semester unit:

MGMNT X443	Fundamentals of Project Management
MGMNT X443.17	Project Earned Value, Procurement and Cost Mgnmt
MGMNT X443.2	Risk Analysis and Project Management
MGMNT X443.3	Managing Project Quality
MGMNT X443.4	Leadership and the Human Element in Project Mgnmt
MGMNT X443.8	Project Monitoring and Control
MGMNT X443.6	Project Planning with Microsoft Project
MGMNT X418.31C	Agile Project Management
MECHA E428.69	Six Sigma Green Belt
MGMNT X418.26	Information Technology Project
MGMNT X443.5	Managing Outsourced Projects
Total Semester Units to be Determined:	

After discussion, the committee determined that these are CEU's: 36 verifiable hours = 1 semester unit. The number of semester units to be determined by the committee upon completion of the plan.

Motion – to accept Bonnie Montes' professional growth plan as CEU's
MSC/Saxon/St. Peters/Unanimous

Araceli Covarrubias – is an Assistant Professor in Spanish at Norco College. She is requesting professional growth to complete the following two courses at Brandman University (Chapman University, Extension Education) for the period 3/15/16 – 6/30/16. These courses are described as independent study courses. She is currently on Column C. If these are CEU's, the number of semester units will be determined – 36 verifiable hours = 1 semester unit. Araceli stated that she must do 15 hours of work for each unit for a total of 2 semester units after completion of these two courses:

EDIU 9220	Classroom Strategies That Work
EDIU 9681	Learning Styles in the Classroom
Total Semester Units to be Determined	

After discussion, the committee decided that this plan is considered independent study and the unit credit will be determined by the committee upon completion of the plan. A maximum of five units of reclassification credit earned by independent study may be granted for each salary reclassification.

Motion – to accept Araceli Covarrubias' professional growth plan as Independent Study
MSC/Saxon/Brockenbrough/Unanimous

IV. Open Hearing

Celia asked if there are going to be college committees reviewing sabbaticals. Sylvia stated there are no college committees that will be reviewing or making decisions on sabbaticals. PG & SL will review and determine whether or not all sabbaticals meet the criteria, then forward all sabbaticals to the College Presidents for their selections of awarded sabbaticals. Those recommendations are forwarded to the Chancellor and the four sabbaticals will be forwarded to Board for approval.

When PG & SL receives all sabbaticals, a face-to-face meeting will be set up to review them.

Adjourned: 1:55 p.m

Next Meeting: April 7, 2016 / 12:50-1:50 / CCCconfer