

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

Minutes

Thursday, February 7, 2019

TIME: 12:50 pm-1:50pm

CCC Confer: 888-450-4821/ Participant Pin: 817523

- I. **Approval of Agenda for February 7, 2019** 1st Hernandez / 2nd Moore
- II. **Approval of Minutes for December 6, 2018** 1st Miter / 2nd Indermuehle
- III. **Committee Members:** James Banks (Co-Chair), Celia Brockenbrough, Scott Hernandez, Denise Indermuehle, Susan Mills (Co-Chair), Carol Miter, Frankie Moore
- IV. **Information only**
 - The requests for Rank of Professor have been sent to the College President(s) and/or the Chancellor. The applicants will receive status updates throughout the process.
 - At the December 6, 2018 PG&SL meeting, the committee was informed that workgroup (listed below) had met, and discussion has begun pertaining to reviewing and updating BP7160 and AP7160a, AP/BP7341 and AP/BP4000. The PG&SL Committee has recommended that the workgroup begin with BP7160 and AP7160a. It was determined that the PG&SL Committee will review the AP/BP(s) and meet on Thursday, February 7, 2019 to discuss their recommendations. A meeting will then be set with the workgroup to integrate the recommendations of both the committee and the workgroup.

Workgroup Members: James Banks, Peggy Campo, Amber Casolari, Scott Hernandez, Denise Indermuehle, Susan Mills, Rhonda Taube and Susan Brucks
 - Due to the fact the committee will be meeting to discuss the changes to AP/BP 7160 and 7160a, it was also determined that they will meet to discuss any requests which were submitted after the deadline date for the December, 2018 PG&SL meeting. Special Project Requests forms were completed and received board approval at the January 15, 2019 BOT Meeting.
- V. **Discussion Item(s)** – No discussion items at this time.
- VI. **Plan for Professional Growth Request(s)**

Tabled Items – No tabled items for discussion at this time.

New Requests

Lupe Delgadillo – Request for approval of a Professional Growth Plan to complete course work at California State University – East Bay. Items provided for the committee’s review are: A copy of the letter to the committee stating how the degree is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Forms; Requested Coursework Form; Course Descriptions. The request was submitted 12/06/18 and the start date for the program was 01/22/19-01/22/20. An e-mail was sent on 01/30/19 requesting updated start/end dates as the semesters are listed as seven week sessions. **Tabled - 1st Indermuehle / 2nd Miter – Pending updated form with specific start and end dates listed for the coursework. The committee was unable to determine if the program meets the required criteria of approval prior to starting the program.**

Ashlee Johnson – Request for approval of a Professional Growth Plan to complete course work at California Baptist University. Items provided for committee’s review are: A copy of the Program Student Outcomes stating how the degree is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Forms; Requested Coursework Form; Course Descriptions. The request was submitted 01/02/19 and the start date for the program is May, 2019. **Tabled - 1st Indermuehle / 2nd Miter – Pending a complete packet for the committee’s consideration. The packet is missing the letter to the committee regarding the program and how it relates to the current FSA and/or how the coursework would enhance and further the ability to perform in the planned area of expertise.**

Clifford Ruth – Request for approval of a Professional Growth Plan to complete course work at Concordia University. Items provided for committee's review are: A copy of the letter to the committee stating how the degree is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Forms; Requested Coursework Form; Course Descriptions. The request was submitted 01/30/19 and the start date for the program is August, 2019.
Approved - 1st Moore / 2nd Indermuehle

David Sumrall – Request for approval of a Professional Growth Plan to complete a Doctoral Program at Azusa Pacific University. Items provided for committee's review are: A copy of the letter to the committee stating how the degree is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Forms; Requested Coursework Form; Course Descriptions. Due to the holidays, the applicant was not informed of the process until 01/02/19. The first three courses of the Doctoral Program began 01/07/19. **Approved with the exception of the first three courses, which began in January, 2019; prior to the committee's review and approval. All other coursework for the program is approved. - 1st Miter / 2nd Hernandez**

VII. Enrolled at Time of Hire/Carryover/Reclassification Request(s)

Tabled Items – No tabled items for discussion at this time.

New Requests

Michael Bobo – Request for salary reclassification from Column D to Column E due to completion of fifteen units completed at Johns Hopkins University. Items provided for committee's review are: Request for Reclassification Form; Official Transcripts and a copy of the committee's approval letter dated December 11, 2017. It has been verified by HR&ER that Mr. Bobo has seven carryover units from the time of hire (e-mail attached).
Approved - 1st Miter / 2nd Brockenbrough

Elena Kobzeva-Herzog – Request for salary reclassification from Column E to Column F due to completion of twenty-one units completed at California State University, East Bay. Items provided for committee's review are: Request for Reclassification Form; Official Transcripts and a copy of the committee's approval letter dated December 11, 2017.
Approved - 1st Moore / 2nd Brockenbrough

Miguel Reid – Request for salary reclassification from Column C to Column D due to completion of sixteen units completed at Capella University. Items provided for committee's review are: Request for Reclassification Form; Official Transcripts and a copy of the committee's approval letter dated December 11, 2017.
Approved - 1st Miter / 2nd Brockenbrough

Jude Whitton – Request for salary reclassification from Column C to Column D due to completion of twelve units completed at Regent University. The original request for coursework verified there are six carryover units on file. Items provided for committee's review are: Request for Reclassification Form; Official Transcripts and a copy of the committee's approval letter dated September 10, 2018.
Approved - 1st Indermuehle / 2nd Hernandez

VIII. Sabbatical Leave – 2019/2020 It has been requested that the Academic Senate President(s) remind the faculty members, at their respective colleges, of the opportunity and the deadlines for application.

IX. Open Hearing

X. Next Meetings: **March 7, 2019; April 4, 2019; May 23, 2019**
No Meeting in June, July or August (Possible meeting June 13, 2019)