

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

Meeting Minutes

Date: Thursday, October 1, 2020

Time: 12:50 p.m. – 1:50 p.m.

ZOOM Confer: 1-669-900-6833 / Meeting ID: 998 609 85353

<https://cccconfer.zoom.us/j/99860985353>

Meeting Start Time: 12:52 p.m.

I. **Approval of October 1, 2020 Agenda – 1st Indermuehle / 2nd Harris – Approved**

II. **Approval of the September 3, 2020 Minutes – 1st Indermuehle / 2nd Harris – Approved**

III. **Committee Members:** James Banks; Vivian Harris; Scott Hernandez (Co-Chair); Denise Indermuehle; Frankie Moore; Natalie Morford; Lijuan Zhai (Co-Chair)
Guest: Jeannie Kim; Ines Solis ***James Banks voted by phone and electronically**

Current AP/BP Work Group Members: James Banks, Quinton Bemiller, Susan Brucks, Amber Casolari, Vivian Harris, Scott Hernandez, Denise Indermuehle, Jeannie Kim, Jan Muto, Rhonda Taube, Lijuan Zhai

IV. **Information only**

Due to the COVID-19 Pandemic, if there are issues pertaining to start/end dates or receipt of transcripts, how will this impact the decisions on the current requests? **It has been determined that issues due to COVID-19 will be reviewed on a case-by-case basis.**

Requests for Change in Rank to Full Professor Applications (Information Item)

The recommendations were placed on the agenda, and approved, at the Board of Trustees (BOT) meeting in April, 2020.

Due to the COVID-19 pandemic, the Professors will be invited to attend a Board of Trustees meeting to be presented with a certificate. Discussion to determine the meeting date to invite the employees to attend to be presented with their certificate(s), respectively.

Approved-Doctorate/Terminal Degree

Kimberly R. Anderson	D.N.P.	Nursing	RCC
Thatcher C. Carter	Ph.D.	English	RCC
Tonya M. Huff	Ph.D.	Biology	RCC
Ernesto O. Reyes	Ed.D.	Mathematics (FSA)	RCC
Kathleen M. Sell	Ph.D.	English	RCC
Marc E. Wolpoff	Ph.D.	Psychology	RCC

Approved-Years of Service/Education/Scholarship

Sean D. Drake	M.S.	Mathematics	MVC
William J. Kim	M.F.A.	Art	RCC
James S. Namekata	M.A.	Mathematics	MVC

It has been determined that the information will be combined with the approved requests for the 2020 / 2021 Academic Year. The names will remain on the agenda for the October 1, 2020 meeting.

V. **Discussion Items**

A Full-Time Faculty member, who has taken an Interim Dean position, will be returning to the classroom and is requesting to submit a Request for the Rank of Professor form and packet. The faculty member has stated she currently meets the minimum qualifying criteria. There is nothing in BP 2000 which addresses the Request for Change in Rank if a faculty member becomes an Administrator within the District. However, Emeritus status has been granted in the past to Full-Time Faculty members who become Administrators within the District. – **1st Indermuehle / 2nd Harris – Approved due to the faculty member returning to the classroom after filling an Interim Dean position.**

VI. Professional Growth

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

New Requests

Baradaran, Robert – Request for approval of a Professional Growth Plan to complete a Doctoral Program at Walden 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 Form(s); Requested Coursework Form; and Course Descriptions. – **1st Moore / 2nd Indermuehle – Approved with the exception of the coursework which began in July and August, 2020 prior to the meeting date. Coursework will count toward overall Doctoral Program.**

Delgado, Ricardo – Request for approval of a Professional Growth Plan to complete coursework at Colorado State University, School of Education. 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 Form(s); Requested Coursework Form; and links to the Course Descriptions. – **1st Harris / 2nd Moore – Approved pending course descriptions vs. links and verification of start dates which were received on 10/08/2020 and meet requirements.**

Mendelovitz, Kfir – Request for approval of a Professional Growth Plan to complete CTE coursework at California State University – San Bernardino. 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 Form(s); Requested Coursework Form; and Course Descriptions. – **1st Moore / 2nd Morford – Approved with the exception of the coursework which began in August, 2020 prior to the meeting date.**

Morford, Natalie – Request for approval of a Professional Growth Plan to complete a replacement course of ORGL-615 vs. ORGL-612 at the University of La Verne. The original course was approved and the change by the Academic Institution was made during the summer inter-session when the committee did not meet. 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 Form(s); Requested Coursework Form; and Course Descriptions. – **1st Harris / 2nd Moore / 1 Abstained - Approved**

VII. Salary Reclassification

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

New Requests

Castro, Claudia – Request for Salary Reclassification to move from Column D to Column E due to completion of 12 approved units from the University of Southern California. Ms. Castro has a total of 3.0 verified carry over units. Items provided for the committee's review are: Request for Reclassification Form; a copy of the committee's program approval letter and official transcripts. – **1st Moore / 2nd Harris – Approved**

Holod, Audrey – Request for Salary Reclassification to move from Column G to Column H due to completion of a Doctor of Education – Adult Education from Capella University. The degree is posted on the transcripts with and was conferred on August 31, 2020. Items provided for the committee's review are: Request for Reclassification Form; a copy of the committee's program approval letter and official transcripts. – **1st Harris / 2nd Moore – Approved**

Johnson, Ashlee – Request for Salary Reclassification to move from Column F to Column G due to completion of 15 approved units from the California Baptist University. Items provided for the committee's review are: A copy of the committee's program approval letter and official transcripts. Email correspondence has been sent to the Faculty member requesting a completed Request for Reclassification Form. – **1st Indermuehle / 2nd Harris – Approved**

Lowden, Clara – Request for Salary Reclassification to move from Column D to Column E due to completion of 15 approved units from the Grand Canyon University. The courses are as follows: EDU-812, RES-861, EDU-822, RSD-851 and EDU-817. All other courses have already been submitted and approved to move from Column C to Column D. Items provided for the committee's review are: Request for Reclassification Form; a copy of the committee's program approval letter and official transcripts. – **1st Moore / 2nd Harris – Approved**

Pattison, Anne –Request for Salary Reclassification to move from Column C to Column D due to completion of 12 approved units from the University of San Diego. Ms. Pattison has a total of 4.666 verified carry over units. Items provided for the committee's review are: Request for Reclassification Form; a copy of the committee's program approval letter and official transcripts. – **1st Indermuehle / 2nd Harris – Approved**

Sumrall, Brandon –Request for Salary Reclassification to move from Column E to Column F due to completion of 24.0 approved units from Azusa Pacific University. Mr. Sumrall will have 9.0 verified carry over units upon the committee's approval to move from Column E to Column F. Items provided for the committee's review are: Request for Reclassification Form; a copy of the committee's program approval letter and official transcripts. – **1st Moore / 2nd Harris – Approved**

Witmer, Suzanne –Request for Salary Reclassification to move from Column D to Column E due to completion of 15 approved units from the Grand Canyon University. The courses are as follows: EDU-812, RES-861, EDU-822, RSD-851 and EDU-817. All other courses have already been submitted and approved to move from Column C to Column D. Items provided for the committee's review are: Request for Reclassification Form; a copy of the committee's program approval letter and official transcripts. – **1st Indermuehle / 2nd Harris – Approved**

VIII. Open Hearing

Next Meetings: November 5, 2020; December 3, 2020; March 4, 2021; April 1, 2021; May 20, 2021

Meeting Adjourned: 1:23 p.m.