

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

Meeting Minutes

Date: Thursday, November 5, 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: 12:51 p.m.

- I. **Approval of November 5, 2020 Agenda – 1st Indermuehle / 2nd Harris – Approved**
- II. **Approval of the October 1, 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
Members / guests unable to attend the meeting: Denise Indermuehle and Jeannie Kim

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**

Requests for Change in Rank to Full Professor Applications 2020 / 2021 Academic Year (Information Item)

At this time there are six requests for the Rank of Professor and one request for the Rank of Distinguished Professor.

Please review Section H for RCCD BP / AP 2000 as it relates to the Rank of Distinguished Professor. The only items, pertaining to the application, which have been received are two letters of nomination, respectively.

(https://www.rccd.edu/bot/Board_Policies/Chapter%202%20-%20Academic%20Affairs/2000.pdf)

All information will be submitted to the committee prior to the meeting to allow ample time for the committee's review and consideration.

Requests for Change in Rank to Full Professor Applications 2019 / 2020 Academic Year (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 remaining meetings.

V. **Discussion Items**

Determine if there is additional information needed pertaining to the Request for Rank of Distinguished Professor. – **Additional items requested: Nomination letters, application packet, additional letters, descriptions/examples of exemplary service, for at least 20 years, which exceeds that is contractually expected of a faculty member. The list may include service to the institution, community and other qualifying constituents.**

VI. **Professional Growth**

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

New Requests

Camacho, Steven – Request for approval of a Professional Growth Plan to complete a Master's Program at Pittsburg State University in History. Mr. Camacho is a newly hired Faculty member and was currently enrolled in the program at the time of hire. The dates on the form are listed as November 2, 2020 as that was the last date we were going through the process of completing the form(s). Please see the note on page two of the Request for Approved Coursework. 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 Morford – Approved**

Taylor, Star – Request for approval of a Professional Growth Plan to complete a Doctoral Program at the University of San Diego in Education with an Emphasis in Social Justice. 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 Banks / 2nd Harris – Approved**

VII. **Salary Reclassification**

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

New Requests

Reid, Miguel – Request for Salary Reclassification to move from Column E 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 Moore / 2nd Banks – Approved**

VIII. **Open Hearing**

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

Meeting Adjourned: 1:16 p.m.