

# PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

## Meeting Minutes

Date: Thursday, December 2, 2021

Time: 12:50 p.m. – 1:50 p.m.

ZOOM Confer: 1-669-900-6833 / Meeting ID: 989 7841 8117

<https://cccconfer.zoom.us/j/98978418117>

Start time: 12:55 p.m.

- I. **Approval of the November 4, 2021 Minutes – 1<sup>st</sup> Indermuehle / 2<sup>nd</sup> Hernandez – Approved**
- II. **Approval of the December 2, 2021 Agenda – 1<sup>st</sup> Hernandez / 2<sup>nd</sup> Moore – Approved**
- III. **Committee Members:** James Banks (Co-Chair); Vivian Harris; Scott Hernandez; Denise Indermuehle; Frankie Moore; Natalie Morford; Lijuan Zhai (Co-Chair)  
**Guest(s): Jeannie Kim; Ines Solis - Unable to attend**

**Current AP/BP Work Group Members:** Hayley Ashby, James Banks, Susan Brucks, Amber Casolari, Vivian Harris, Scott Hernandez, Denise Indermuehle, Jeannie Kim, Rhonda Taube, Lijuan Zhai

#### IV. Information only

##### Requests for Change in Rank to Full Professor Applications 2019 / 2020 and 2020 / 2021 Academic Year

##### Requests for Change in Rank to Full Professor Applications 2019 / 2020 Academic Year

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

##### **Rank of Professor Applications 2020 / 2021 Academic Year**

The Requests for Rank of Professor have been submitted to, and approved by, the College Presidents, respectively. The requests were submitted to Chancellor, Wolde-Ab Isaac for review and recommendations on February 8, 2021. Chancellor Isaac approved all requests. The requests were placed on the agenda for the Board of Trustees' Regular Committee Meeting on April 20, 2021 and approved by the Board of Trustees.

Application(s) for the Rank of Professor have been submitted to the PG & SL Committee for the following Faculty members:

##### **Approved-Doctorate/Terminal Degree**

1. Miguel Reid	Associate Professor, English	Doctor of Education, Adult Education	RCC
2. Valarie Zapata	Associate Professor, English	Doctor of Philosophy, English	MVC

### Approved-Years of Service/Education/Scholarship

1. Melissa Bader	Associate Professor, English	NC
2. Mark Haines	Associate Professor, Dance	RCC
3. Frankie Moore	Associate Professor, Coordinator, Student Activities	MVC
4. Salvador Soto	Associate Professor, Counseling	RCC

The PG&SL Committee approved the Request(s) for the Rank of Professor at the December 3, 2020 meeting.

**The certificates have been assembled and are in the Chancellor's Office. A date has not yet been set for the presentation of the certificates. 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

- The offices of Educational Services and Strategic Planning has received five (5) requests for the Rank of Professor for the upcoming academic year. At the meeting held on November 4, 2021 it was determined there were four (4) requests. After the meeting, Educational Services was notified that an additional request had been submitted within the timeline and there was a technical issue with the submission of the document(s). Information Technology Services was contacted and the issues were resolved.

### VI. Requests for Change in Rank to Full Professor Applications 2022 / 2023 Academic Year

#### Doctorate/Terminal Degree/Exemplary Service

Kelly Douglass	Associate Professor, English	Doctor of Philosophy	RCC
<b>1<sup>st</sup> Indermuehle / 2<sup>nd</sup> Harris – Approved</b>			

#### Education/Scholarship/Exemplary Service

Marc Sanchez	Associate Professor, Mathematics	Master of Philosophy	RCC
<b>1<sup>st</sup> Indermuehle / 2<sup>nd</sup> Harris – Approved</b>			

Jo Scott-Coe	Associate Professor, English	MA English, Rhetoric & Composition	RCC
<b>1<sup>st</sup> Hernandez / 2<sup>nd</sup> Harris – Approved</b>			

Gina Weeks	Associate Professor, Nursing	MS in Nursing	RCC
<b>1<sup>st</sup> Hernandez / 2<sup>nd</sup> Morford – Approved by quorum 3-yes / 2-no</b>			

Patricia Worsham	Associate Professor, Business Administration	Master of Business Administration	NC
<b>1<sup>st</sup> Hernandez / 2<sup>nd</sup> Morford – Approved</b>			

### VII. 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 Doctorate of English at Claremont Graduate University. Items provided for committee's review are: A copy of the letter to the committee stating how the course work is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Form; Requested Coursework Form; and Course Descriptions. – **1<sup>st</sup> Indermuehle / 2<sup>nd</sup> Harris – Approved**

**Marquis, Anya** – Request for approval of a Professional Growth Plan complete coursework at the University of Montana; the University of San Diego and two Educator Training Program(s) in Hawaii (previously approved in 2019, but not completed) and Yellowstone, respectively. Items provided for committee's review are: A copy of the letter to the committee stating how the course work is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Form; Requested Coursework Form; and Course Descriptions. – **1<sup>st</sup> Moore / 2<sup>nd</sup> Hernandez – Approved**

**Vas, Renee** – Request for approval of a Professional Growth Plan to complete a Doctorate Degree in Reading, Literacy and Assessment from Walden University. Items provided for committee's review are: A copy of the letter to the committee stating how the course work is directly related to the current Academic Full-Time Faculty position; Plan for Professional Growth Form; Requested Coursework Form; and Course Descriptions. – **1<sup>st</sup> Moore / 2<sup>nd</sup> Hernandez – Approved**

VIII. **Salary Reclassification**

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

**New Requests**

**Kruizenga-Muro, Denise** –Request for Salary Reclassification to move from Column F to Column G due to completion of 15.0 approved units from St. Cloud State University. Items provided for the committee’s review are: Request for Reclassification Form; a copy of the committee’s program approval letter and official transcripts. – **1<sup>st</sup> Hernandez / 2<sup>nd</sup> Morford – Approved**

**Magno, Karyn** –Request for Salary Reclassification to move from Column F to Column G due to completion of 15.0 approved units from the University of La Verne. Items provided for the committee’s review are: Request for Reclassification Form; a copy of the committee’s program approval letter and official transcripts. – **1<sup>st</sup> Hernandez / 2<sup>nd</sup> Harris – Approved**

IX. **Open Hearing**

X. **Next Meeting Dates:** March 3, 2022; April 7, 2022 and May 19, 2022

**Meeting Adjourned: 1:48 p.m.**