

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

Meeting Minutes

Date: Thursday, December 1, 2022

Time: 12:50 p.m. – 1:50 p.m.

ZOOM Confer: 1-669-900-6833 / Meeting ID: 672 113 0391

<https://rccd-edu.zoom.us/j/6721130391>

Start Time: 12:58 p.m.

I. **Approval of the November 3, 2022 Minutes – Motion: Indermuehle / 2nd Moore – Approved**

II. **Approval of the December 1, 2022 Agenda – Motion: Indermuehle / 2nd Moore – Approved**

III. **Committee Members:** James Banks; Vivian Harris (Co-Chair); Denise Indermuehle; LaNeshia Judon; Frankie Moore; Natalie Morford; Lijuan Zhai (Co-Chair) – **unable to attend: Morford**
Guest(s): Susan Mills; Ines Solis – **unable to attend: Mills and Solis**

Current AP/BP Work Group Members: Hayley Ashby; James Banks; Susan Brucks; Amber Casolari; Vivian Harris; Denise Indermuehle; Susan Mills; Rhonda Taube; Lijuan Zhai

IV. **Information Only**

Update by Vivian Harris - Co-Presentation at the New Faculty meeting on November 4, 2022 at Norco College on Professional Growth, Sabbatical Leave and Rank of Professor.

Update by Vivian Harris - Susan Brucks to present and take questions at the Academic Senate meeting(s) if deemed applicable by the Academic Senate President(s).

The respective committee members will coordinate a time for Susan Brucks to present, via Zoom, at the Faculty Development Committee meeting on Friday, February 10, 2023.

Request for Status on process for selecting the PG&SL Committee Members / Length of Term / Voting Process

Vivian Harris has requested a status from the Academic Senate Presidents to determine the current process for selecting the individuals who serve as the College representatives on the PG&SL Committee, including the length of the term and the voting process. As of October 27, 2022, she has not received a response. – **Vivian Harris and Lijuan Zhai will reach out to the Academic Senate President(s) to request a follow up status. Frankie Moore was requested by the Academic Senate President to serve on the committee and did not receive any information regarding shared governance nor term limit(s). – Status pending**

V. **Discussion Items**

VI. **Request for Rank of Professor/Distinguished Professor**

The offices of Educational Services and Strategic Planning has received six (6) requests for the Rank of Professor for the 2023 / 2024 academic year. The information pertaining to the requests was provided to the PG&SL Committee on November 9, 2022 for review and consideration. No Requests for Rank of Distinguished Professor were received.

Requests for Change in Rank to Full Professor Applications 2023 / 2024 Academic Year

Doctorate/Terminal Degree

Stacie Eldridge Associate Professor, Chemistry Doctor of Philosophy RCC

Motion: Moore / 2nd Indermuehle – Approved
Applicant meets criteria. Doctoral Degree.

Chau Wong Associate Professor, Mathematics Doctor of Philosophy RCC

Motion: Indermuehle / 2nd Judon – Approved

The committee is impressed with the packet and the outline of service which was provided to the committee.

Requests for Change in Rank to Full Professor Applications 2023 / 2024 Academic Year - continued

Exemplary service to the institution and/or the community for at least fifteen (15) years

Sharon Alexander Associate Professor, Nursing Master of Science, Nursing RCC

Motion: Indermuehle / 2nd Banks – Approved

Sharon Alexander has demonstrated exemplary service far above and beyond what is required of her. Based on first hand working knowledge, she volunteers at multiple clinics and health fairs and is an example for all in the Nursing Department. She is a strong applicant and provided an admirable packet.

Ellen Brown-Drinkwater Associate Professor, Counseling Master of Arts, Counseling RCC

Motion: Moore / 2nd Banks – Approved

Ellen Brown-Drinkwater has demonstrated exemplary service to the District. She has worked on several committees, counsels and workgroups. She is a strong applicant and provided strong packet.

Felipe Galicia Associate Professor, Biology Master of Science, Biology MVC

Motion: Banks / 2nd Moore – Approved

Felipe Galicia has demonstrated exemplary service to the District. He is the current District Academic Senate President for Moreno Valley College (MVC). Based on first hand working knowledge, he is an asset to all programs, works well with the students and works cohesively with many constituent groups on behalf of MVC and RCCD as a whole. His recommendation is supported whole-heartedly.

Micherri Wiggs Associate Professor, Communication Studies Masters of Arts, RCC

Motion: Banks / 2nd Indermuehle – Approved Communication Studies

Micherri Wiggs has demonstrated exemplary service to the District. Based on first-hand working knowledge she is a strong applicant. She has worked on several committees, counsels and workgroups and provided a strong packet.

VII. Request for Status on process for selecting the PG&SL Committee Members / Length of Term / Voting Process

Request for status update. Vivian Harris and Lijuan Zhai were to reach out to the Academic Senate President(s) to request a follow up status pertaining to the current process for selecting the individuals who serve as the College representatives on the PG&SL Committee, including the voting process, bylaws and did not receive any information regarding shared governance nor term limit(s). – **This is a duplicate item and will be removed from the next agenda.**

VIII. Professional Growth

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

New Requests

Bader, Melissa – Request for approval of a Professional Growth Plan to complete language coursework at Chaffey College. In addition to the coursework the faculty member is requesting approval for addition work with the Bill & Melinda Gates Foundation on Equity work (description and link in the letter to the committee). Items provided for committee's review are: The Plan for Professional Growth Form; Requested Coursework Form; and Course Descriptions; A letter describing the program and how the coursework and additional activity is directly related to the current Academic Full-Time Faculty position; Documentation with a link to the website and an attachment pertaining to the specific program and an email from HR&ER verifying 5 carryover units from time of hire.

Motion: Banks / 2nd Indermuehle – Approved for discussion.

The committee determined that a notification would be sent to the applicant requesting a revised Plan for Professional Growth form and to include Chinese 4, if the start date is due to begin in 2023 and also to list the Bill & Melinda Gates Foundation on Equity work with the approximate start and end dates. The committee also determined that upon completion of the above, an official document verifying the hours for the Gates Foundation work will be needed for reclassification purposes.

Motion: Moore / 2nd Banks – Approved as noted above.

IX. Salary Reclassification

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

New Requests - No new requests at this time.

X. **Open Hearing** – The information pertaining to the Rank of Professor will be submitted to the College President at Moreno Valley College and Riverside City College, respectively. Notifications of status will be sent to the faculty members.

XI. **Next Meeting Dates**: March 2, 2023; April 6, 2023; May 18, 2023, June 1, 2023

Meeting Adjourned: 1:32 p.m.