

Professional Growth and Sabbatical Leave Committee

Tuesday, May 20, 2025
12:50 pm – 1:50 pm
Zoom Meeting / CAADO Room 319

Meeting Minutes

Call to order: 12:52 pm

Committee Members: Antonio Curtis, Sinclair Dickerson, LaNeshia Judon, Frankie Moore, Natalie Morford, Sara Nafzgar, Debbi Renfrow (Co-Chair, Spring), Lijuan Zhai (Co-Chair)

I. Approval of the May 20, 2025 Agenda

- **First:** LaNeshia Judon, **Second:** Frankie Moore; Approved by Consensus.

Approval of the April 1, 2025 Minutes

- **First:** Sara Nafzgar, **Second:** Antonio Curtis, **Abstention:** Frankie Moore; Approved by Consensus.

II. Information Only

- A sabbatical leave survey was sent out to all faculty, and 29 responses have been received so far.
- The re-organization of PG&SL committee to move from the Educational Services department to the Human Resources department is currently under discussion by the academic senate.

III. Discussion Items – No discussion items.

IV. Sabbatical Leave Requests

[Peggy Campo](#) (Norco) – Request for 100% Semester Sabbatical Leave for Spring 2026.

- **Motion – First:** Frankie Moore, **Second:** LaNeshia Judon; Approved by consensus.

[Heather Smith](#) (RCC) – Request for full year 100% Regular Sabbatical Leave for 2025-2026 Academic Year.

- **Motion – First:** LaNeshia Judon, **Second:** Frankie Moore; Approved by consensus.

[Jeff Soto](#) (RCC) – Request for 100% Semester Sabbatical Leave for Spring 2026.

- **Motion – First:** Frankie Moore, **Second:** Curtis Antonio; Approved by consensus.

V. Professional Growth New Requests

[Leslie Alarcon](#) (MVC) – Request for approval of a Professional Growth Plan to complete an Doctor of Social Work (DSW) from California Baptist University. HR has verified that there is no carry-over unit at the time of hire.

- **Motion – First:** Frankie Moore, **Second:** Sara Nafzgar; Approved by consensus.

Courses approved for reclassification purposes are: SWK 730, SWK 735, SWK 740, SWK 745, SWK 796, and SWK 797.

Citlalli Anahuac (RCC) – Request for approval of a Professional Growth Plan to complete an Educational Doctorate (Ed.D.) in Leadership and Innovation from Arizona State University. HR has verified 3.0 carry-over units at the time of hire.

- **Motion – First:** Antonio Curtis, **Second:** Natalie Morford; Approved by consensus

Miguel Castro (Norco) – Request for approval of a Professional Growth Plan to complete a Post-Master's Certificate in Digital Curation from San Jose State University. HR has verified that there is no carry-over unit at the time of hire. His request was reviewed in April, and additional information is attached for today's review.

- **Motion – First:** Sara Nafzgar, **Second:** Natalie Morford; Approved by consensus. Courses were approved for up to 16 semester units upon completion for reclassification purposes.

Daniel Grajeda (Norco) – Request for approval of a Professional Growth Plan to take Spanish and English courses at Riverside Community College District. HR has verified 3.0 carry-over units at the time of hire.

- **Motion – First:** Frankie Moore, **Second:** LaNeshia Judon; Motion denied. Pending review of AB 6160[A], all lower division course work is suspended.

Daniel Grajeda (Norco) – Request for approval of a Professional Growth Plan to complete 36 units of graduate courses from the University of La Verne. HR has verified 3.0 carry-over units at the time of hire.

- **Motion – First:** Frankie Moore, **Second:** Sara Nafzgar; Approved by consensus.

Caroline Hutchings (Norco) – Request for approval of a Professional Growth Plan to complete a graduate certificate in Teaching and Learning Statistics & Data Science from North Carolina State University. There are 3.69 carry-over units from the last salary reclassification. HR has verified 6.0 carry-over units at time of hire, which leaves a balance of 9.69 carry-over units. Her request was reviewed in March, and additional information is attached for today's review.

- **Motion – First:** Sara Nafzgar, **Second:** Natalie Morford, **Abstention:** Antonio Curtis and LaNeshia Judon; Motion approved.

Jeffrey Mulari (Norco) – Request for approval of a Professional Growth Plan to complete an Educational Doctorate (Ed.D.) in Higher Education Leadership from California Baptist University. HR has verified 14.0 carry-over units at the time of hire.

- **Motion – First:** Frankie Moore, **Second:** Antonio Curtis; Approved by consensus.

Cameron Young (Norco) – Request for approval of a Professional Growth Plan to complete an Educational Doctorate (Ed.D.) in Higher Education Leadership from California Baptist University. HR has verified 3.0 carry-over units at the time of hire.

- **Motion – First:** Frankie Moore, **Second:** Natalie Morford; Approved by consensus.

VI. Salary Reclassification New Requests

Jim Elton (RCC) – Request for Salary Reclassification to move from Column C to Column E due to completion of 30 approved units from University of Central Florida and Florida State University. There was no carry-over semester unit at the time of hire.

- **Motion – First:** Frankie Moore, **Second:** Antonio Curtis; Approved by consensus.

Caroline Hutchings (Norco) – Request for Salary Reclassification to move from Column D to Column E due to completion of 5.34 approved units from University of California San Diego. Caroline Hutchings took DSC 209R (2.67 units) which was not on the approved list of courses. An explanation regarding DSC 209R is included in the review. There was a balance of 9.69 carry-over semester units, which leaves a balance of 0.03 units to apply towards the next salary reclassification request.

- **Motion – First:** Frankie Moore, **Second:** Sara Nafzgar; Approved by consensus.

Barry McNaughton (MVC) – Request for Salary Reclassification to move from Column C to Column D due to completion of 14.69 approved units from University of California, Riverside. Barry McNaughton took MUS 290 (2.67 units) which was not on the approved list of courses. An explanation regarding MUS 290 is included in the review. There was a balance of 4.0 carry-over semester units, which leaves a balance of 3.69 units to apply towards the next salary reclassification request.

- **Motion – First:** Frankie Moore, **Second:** Antonio Curtis; Approved by consensus.

Carla Reible (RCC) – Request for Salary Reclassification to move from Column F to Column G due to completion of 12 approved units from Fresno Pacific University. There was a balance of 3.33 carry-over semester units, which leaves a balance of 0.33 units to apply towards the next salary reclassification request.

- **Motion – First:** Frankie Moore, **Second:** Antonio Curtis; Approved by consensus.

VII. Open Hearing

VIII. Next Meeting Dates:

- June 3, 2025 (Zoom meeting)

Meeting Adjourned: 1:55 pm