

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE  
October 4, 2012 – INFORMAL MEETING  
12:40  
CCCconfer

**Present:** Ken Cramm, Faculty Co-chair; James Banks; Celia Brockenbrough; Mike Cluff

**Absent:** Sylvia Thomas, Admin Co-Chair; Kathleen Saxon; Gwen Yount

I. This was an informal meeting due to no quorum. September 13<sup>th</sup> minutes will be approved at the next meeting.

II. **Information Only**

Committee discussed revisions to AP 7160a "Professional Growth - Faculty".

**Suggested revisions:**

**II.A.** – Is this section saying faculty can develop another FSA? If faculty want to pursue a second Masters in another service area, this would allow them to teach in that area but would not advance them on the faculty salary schedule.

**II.A.3** – Spell out CEU – Continuing Educational Units

**II.A.4** – Mike Cluff will work on rewording this paragraph starting with the second sentence.

**II.A.5** – Add the word "semester" to clarify type of units.

**II.A.6** – Mike will tweak this paragraph.

**II.A.7** – Delete last sentence.

**II.B.1** – Add the word "authored" after the word "individual".

**II.B.2** – It was suggested that a maximum of "five (5) units be granted" in place of "seven (7) units to be granted" for Section B.2, B.3, C.2, and D.3; and, create a rubric to determine the unit worth of a publication.

**II.C.2** – How was the "seven (7) units to be granted" originally determined? Committee will research this and bring their feedback to our next meeting.

**IV.C, D** – Which chairperson should this be - Administrative or faculty? The committee suggested it should be the "Administrative" Chairperson.

**IV.E** – The second sentence should read: "A copy of the recommendations must be submitted..."Place a period after District Academic Senate and delete rest of the sentence.

**V.** – Criteria for Sabbatical Eligibility in the Contract refers back to AP 7160 which creates a circle argument. Need direction from Sylvia Thomas for re-write.

**Full Professor Cover Letter and Checklist** – Application for Distinguished Professor needs to be addressed in the Full Professor Cover Letter and a second checklist prepared.

Adjourned 1:50 p.m.

**Next Meeting:** Thursday, November 1, 2012  
CCCconfer - 12:40 p.m.