

PROFESSIONAL GROWTH AND SABBATICAL LEAVE COMMITTEE

Meeting Minutes

Date: Thursday, March 3, 2022

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: 12:57 p.m.

I. **Approval of the December 2, 2021 Minutes – 1st Banks / 2nd Indermuehle – approved**

II. **Approval of the March 3, 2022 Agenda – 1st Morford / 2nd Banks – approved**

III. **Committee Members:** James Banks; Vivian Harris; Scott Hernandez; Denise Indermuehle; Frankie Moore (Co-Chair); Natalie Morford; Lijuan Zhai (Co-Chair)
Guest(s): Jeannie Kim; Ines Solis – **Jeannie Kim 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 2020/ 2021 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.

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 2021 / 2022 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

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

Approved-Years of Service/Education/Scholarship

Melissa Bader	Associate Professor, English		NC
Mark Haines	Associate Professor, Dance		RCC
Frankie Moore	Associate Professor, Coordinator, Student Activities		MVC
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.

V. 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
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Education/Scholarship/Exemplary Service

Marc Sanchez	Associate Professor, Mathematics	Master of Philosophy	RCC
Jo Scott-Coe	Associate Professor, English	MA English, Rhetoric & Composition	RCC
		MFA Creative Writing	
Gina Weeks	Associate Professor, Nursing	MS in Nursing, RN	RCC
Patricia Worsham	Associate Professor, Business Administration	Master of Business Administration	NC

The PG&SL Committee approved the Request(s) for the Rank of Professor at the December 2, 2021 meeting. 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 December 9, 2021. Chancellor Isaac approved all requests. The requests will be placed on the agenda for the Board of Trustee's Regular Committee Meeting on April 19, 2022.

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 previous Academic Year(s). The names will remain on the agenda for the remaining meetings.

VI. Professional Growth

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

New Requests

Brown, Leslie – Request for approval of a Professional Growth Plan to complete a Master in Professional Studies in the Business of Art and Design from Maryland Institute College of Art. 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. – **1st Banks / 2nd Indermuehle – approved**

VII. Salary Reclassification

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

New Requests

Brabant, Matthew – Request for Salary Reclassification to move from Column E to Column F due to completion of 15.0 approved units from California State University - Fullerton. 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 Harris / 2nd Morford – approved**

Fontaine, Kristin – Request for Salary Reclassification to move from Column E to Column F due to completion of 6.0 approved units from California Baptist University. Ms. Fontaine has 12 carryover units on file with HRER which have been verified. 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 Indermuehle / 2nd Banks – approved**

Morford, Natalie – Request for Salary Reclassification to move from Column D to Column E due to completion of 18.0 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. – **1st Harris / 2nd Indermuehle / 1 Abstained – approved**

Pattison-Lenox, Anne – Request for Salary Reclassification to move from Column D to Column E due to completion of 15.0 approved units from the University of California San Diego Extension. 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 Harris / 2nd Indermuehle – approved**

Slota, Daniel – Request for Salary Reclassification to move from Column C to Column D due to completion of 5.32 approved units from the University of California Riverside Extension. Mr. Slota has 12 carryover units on file with HRER which have been verified. 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 Banks / 2nd Indermuehle – approved**

Smith, Damien – Request for Salary Reclassification to move from Column C to Column D due to completion of 15.0 approved units from the Concordia University, St. Paul. 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 Banks / 2nd Harris – approved**

Weeks, Gina – Request for Salary Reclassification to move from Column E to Column F due to completion of 6.0 approved units from the California Baptist University. Ms. Weeks has 11 carryover units on file with HRER which have been verified. 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 Indermuehle / 2nd Banks – approved**

Whitton, Jude – Request for Salary Reclassification to move from Column F to Column G due to completion of 15.0 approved units from Regent 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. – **1st Hernandez / 2nd Morford – approved**

VIII. Open Hearing

**Add the information for the 2022/2023 Academic Year Meeting Dates on the next agenda.
2022 / 2023 Academic Year – PG&SL Committee Faculty Co-Chair(s) will be Natalie Morford (Fall) and Vivian Harris (Spring) and the Administrative Co-Chair will be Dr. Lijuan Zhai.**

IX. Next Meeting Dates: April 7, 2022 and May 19, 2022

Meeting Adjourned: 1:24 p.m.