



## INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) AGENDA

Thursday, February 6, 2025  
1:15PM – 2:15PM

LOCATION: LRC 250 Community Room  
Meeting documents are also available in the [IPD SharePoint](#) (Employee log-in required)

IPD MEMBERS 2024 - 2025	
Bern Baumgartner – Business, Accounting, Mngt, Marketing	Leah Walden-Hurtgen - Liberal Arts & Culture
Amanda Best - Art	Rachel Wegter - Communication Studies
Keisha Cosand - English	RC Wilkinson - World Languages & Sign Language
Doreen Fioretto – History & Education	VACANT - Auto Tech, Digital Arts, Drafting
<b>Kate Green - IPD Chair, Physical Sciences</b>	VACANT - Computer Science
Amy Jennings - Psychology	VACANT – Cosmetology
MaryLynne LaMantia - Biological Sciences	VACANT – Criminal Justice
Barbara Miyadi – Nursing/Health Professions ( <i>pending AS consent</i> )	VACANT – ELL & ESL
Tim Mueller – Performing Arts	VACANT – Kinesiology, Health, Athletics
Jimmy Nguyen - Counseling & EOPS	VACANT - Library
Herman Singh – Social Sciences	VACANT – Part-time Faculty At-large
Natalie Stone - Mathematics & Engineering	

**I. ANNOUNCEMENTS**

- Reminder – The IPD meeting on February 20 is canceled due to Flex Day – Spring Summit.

**II. APPROVAL OF THE AGENDA AND MINUTES**

- A. Agenda – February 6, 2025
- B. Minutes – [December 5, 2024](#)

**III. New Business**

- A. **IPD Budget**
- B. **Conferences**

1. Review Applications - Discipline/General Education Conferences, Workshops, Prof Meetings and Classes. \$2,200 maximum annual funding allowance which can be used to fund a single conference or multiple conferences per academic year. First come, first served contingent on available Full-time Faculty and Part-time Faculty Conference funds. [[CAR form](#)] [[CAR reimbursement form](#)]

IPD DECISION	FACULTY	DISCIPLINE	CONF TYPE	AMOUNT	EVENT	DATES	LOCATION
a	<b>Thi Tran</b>	Nursing Part-time (7.7) LHE	Discipline	\$2,200	<a href="#">Internal Medicine for Primary Care: Addiction/Infectious Disease/Pulmonary/Sleep Disorders</a>  <a href="#">CAR</a>	June 5-8, 2025	South Carolina, Hilton Island
b	<b>Sylvia Henel</b>	ELL Part-time (8) LHE	Discipline	\$945	<a href="#">Teaching English to Speakers of Other Languages (TESOL) International Convention &amp; Expo 2025</a>  <a href="#">CAR</a>	March 19-21, 2025	Long Beach, CA

	IPD DECISION	FACULTY	DISCIPLINE	CONF TYPE	AMOUNT	EVENT	DATES	LOCATION
c		Amy Thach	Nursing	Discipline	\$2,200	<a href="#">Elevate and Educate: Transforming Nursing Education</a>  <a href="#">CAR</a>	June 18-20, 2025	Beaver Run, CO
d		Barbara Miyadi	Nursing	Discipline	\$2,200 (Perkins is secondary funding source)	<a href="#">Spring 2025 California Organization of Associate Degree Nursing Conference</a>  <a href="#">CAR</a>	March 8-11, 2025	Monterey, CA

2. [NCORE Conference](#) – May 27-31, 2025. Conflicts with graduation (May 29). Update from President Randall regarding faculty graduation attendance.

CFE contract:

**Section 12.12. Graduation Ceremonies.** Each year 50% of the Full-Time Faculty Members of each College, selected on a rotating basis, are required to participate in College graduation ceremonies. When such ceremonies are held outside of regular duty days, Full-Time Faculty Members attending shall be compensated at the Miscellaneous Non-Instructional rate unless they choose to participate on their non-required year. In the event that graduation ceremonies conflict with their contractual assignment Full-Time Faculty shall be excused from attendance at such ceremonies.

Part-Time Faculty who are required to attend graduation ceremonies will be compensated at the Miscellaneous Non-Instructional Rate.

3. Review [CFE contract](#) 21.3.a to consider guidelines for granting retroactive approval for conferences.
4. SEAP funding for equity-minded professional development conferences [\[SEAP conference request form\]](#)

C. Review CIL webpage: <https://www.goldenwestcollege.edu/cil/index.html>

D. Flex Day Spring Summit – IPD collaboration with CIL

E. 2025-26 ACADEMIC RANK – AR Work Group

Bios and photos for faculty approved to full Professor for AR website [\[2025-26 Professors\]](#)

IV. INFORMATION ITEMS

A. IPD Vacancies - Click [HERE](#) to submit your nomination. Open until filled.

1. Auto Automotive Technology, Digital Arts, Drafting | 2024-27
2. Computer Science | 2023-26
3. Cosmetology | 2022-25
4. Criminal Justice | 2022-25
5. Kinesiology, Health, PE, Athletics | 2023-26
6. ELL/ESL/GED | 2023-26
7. Library | 2024-27

B. WORKGROUP ASSIGNMENTS 2024-25 (New or returning members to select TWO assignments)

1. SALARY ADVANCEMENT CREDITS & ALTERNATIVE METHODS – (ongoing applications)

Members: B. Baumgartner, A. Best, K. Green, B. Miyadi, N. Stone, and R. Wilkinson

Task: Research institutional professional development programs and propose classes that serve the professional, educational, and training needs of GWC faculty that can be used towards earning salary advancement credits and alternative methods funding.

2. **SABBATICAL LEAVE** – Announced in May. Intent to File/Application/Proposal due Sept.  
Members: M. LaMantia (Chair), A. Best, T. Mueller, J. Nguyen, N. Stone, and L. Walden-Hurtgen  
Task per the CCCD/CFE AFT CBA Article XXI, Section 21.3.h. Sabbatical Leave: Shall forward to the college president a list containing the names of those faculty members whose sabbatical leave applications have been reviewed indicating those approved for recommendation.
  
3. **ACADEMIC RANK/PROFESSOR EMERITUS** (Sept-Nov)  
Members: R. Wegter (Chair); B. Baumgartner, D. Fioretto, M. LaMantia, J. Nguyen, H. Singh, and L. Walden-Hurtgen  
Task: Promote and assist their faculty with the application process. The work group shall forward to the IPD a list containing the names of those faculty members whose Academic Rank and Professional Emeritus applications have been reviewed and recommended for approval. Collect biographies and photos to highlight in the IPD Academic Rank webpage honoring faculty members promoted to full professor.
  
4. **FACULTY EXCELLENCE AWARDS**  
Members: A. Jennings (FEA Liaison), K. Cosand, K. Green, T. Mueller, and RC Wilkinson  
Task: FEA Liaison - will notify monthly recipients via email, coordinate the marquee and social media announcement with the Marketing staff. Work Group – is the selection committee for the monthly awards and participate in prize patrol. Monthly recipients and TOTY will be honored at the Academic Senate's Teacher Appreciation & Awards Luncheon in May.
  
5. **MENTORING**  
Members: H. Singh (Chair); D. Fioretto, A. Jennings, and B. Miyadi  
Tasks: Assist in the recruitment of mentors and provide support to faculty in the mentoring program. Responsible for maintaining the [Mentoring Handbook](#) current.
  
6. **CIL/PDAC**  
Members: K. Cosand, A. Jennings, and T. Mueller  
Task: Aligns with Goal #3 of the IPD's Strategic Plan goals to centralize professional development opportunities for all college personnel to have one resource. This would include opportunities for on and off campus. Collaborate with CIL Coordinator and the Professional Development Advisory Committee:
  - To develop and promote PD opportunities to the faculty including reporting Flex Day initiatives to the IPD.
  - Review CIL and PDAC trainings to determine eligibility to earn SAC/AM and report initiatives to the IPD.
  - Collaborate with CIL and PDAC to streamline the respective websites to create a cohesive professional development system.

C. [2024-25 IPD Meeting schedule: Agendas and Minutes](#)

D. **E-links**

- [IPD website](#) – services and applications
- [Academic Senate website](#)
- [CCI website](#)
- [GWC Canvas Support Site](#)
- [Faculty & Staff webpage](#)
- [DEAC SharePoint](#)
- [Academic Senate Faculty Resources](#)