



INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) AGENDA

Thursday, October 3, 2024

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
Kate Green - IPD Chair, Physical Sciences	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 – Kinesiology, Health, Athletics
Tim Mueller – Performing Arts	VACANT - Library
Jimmy Nguyen - Counseling & EOPS	VACANT – Noncredit & ESL
Herman Singh – Social Sciences	VACANT – Part-time Faculty At-large (Sociology)
Natalie Stone - Mathematics & Engineering	

I. ANNOUNCEMENTS

II. APPROVAL OF THE AGENDA AND MINUTES

- A. Agenda – October 3, 2024
- B. Minutes – September 19, 2024

III. SABBATICAL REPORT – Brian Thill, English. Fall 2023 ([Report](#)) ([Presentation](#))

IV. CONTINUING BUSINESS

A. **IPD 2024-25 Budget update**

B. **Sabbatical Leave Committee update**

- (3) Applications/Proposals reviewed on 9/26/24.
- (1) proposal returned for revision per committee recommendations.

C. **Academic Rank & Professor Emeritus Workgroup update** - Call for applications. Deadline: November 13, 2024

1. [Academic Rank Workgroup Teams](#)
2. List of Faculty eligible to apply for Academic Rank [[Spreadsheet linked to Teams](#)]
 - [Academic Rank application](#) | [Criteria](#) | [Information Sheet](#)
 - [Petition for Professor Emeritus](#) | [Information Sheet](#)

D. **Mentoring Workgroup update** - [Mentoring Handbook](#) | [Mentoring Agreement](#) | [SAC Application - Mentoring](#)

1st year tenure-track Faculty:

- Jacob Hamrick, Auto Tech (one-year temporary faculty)
- Michael McCarthy, Criminal Justice
- Nicole Clement, Nursing = Mentor: Barbara Miyadi, Nursing
- Hiring in progress – Cosmetology (one-year temporary faculty)

2nd Year tenure-track faculty & Mentors – Confirm if Mentee wishes to continue in the Mentoring program

- AJ Edmonds, Computer Science = Mentor: Rachel Zacharia, Business
- Armando Garcia, Counseling EOPS = Mentor: Nancy Nguyen, Counseling
- Shawn Hampton, Nursing = Mentor:

V. New Business

A. Conferences of General Import to the College per Faculty Member’s Leadership/Committee Role

\$2,200 maximum annual funding allowance which can be used to fund a single conference for faculty members per their GWC or District leadership roles or as a committee member, faculty coordinator, or as requested by the college or District. This involves conferences of a greater import to the educational program of the college. First come, first served contingent on available IPD General Workshop/Conference funds. (Eligible to apply for IPD funds after VPI Faculty Conference funds have been depleted for that academic year).

Review Application:

	IPD DECISION	FACULTY	DISCIPLINE	LEADERSHIP ROLE	AMOUNT	EVENT	DATES	LOCATION	REG FEE
1		Ayesha Zia	English	Refer to the justification statement in CAR	\$2,200	California Dual Enrollment Equity Conference CAR	Feb 23-26, 2025	Sacramento, CA	\$750

VI. 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. Library | 2024-27
7. Non-Credit & ESL | 2023-26

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)

[List of faculty 2024-2025 Academic Rank](#)

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: K. Cosand (Chair); D. Fioretto, A. Jennings, B. Miyadi, and H. Singh

Tasks: Assist in the recruitment of mentors and provide support to faculty in the mentoring program. Responsible for keeping the [Mentoring Handbook](#) current.

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](#)