



INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) MINUTES

Thursday, December 5, 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 – 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

- Invitation to attend the GWC Holiday Party and Munchies next week.

II. APPROVAL OF THE AGENDA AND MINUTES

- A. Agenda – December 5, 2024. **MOTION** by Rep. LaMantia to approve the agenda. Seconded by Rep. Baumgartner. Hearing no objections, the agenda was approved.
- B. Minutes – November 21, 2024. **MOTION** by Rep. LaMantia to approve the agenda. Seconded by Rep. Baumgartner. Hearing no objections, the minutes were approved.

III. New Business

A. IPD Budget

Chair Green reviewed the account balances. She informed that earlier in the semester, Business Services was asked to confirm the funding formula and amount of the allocation for Alternative Methods allocations; however, an update is still pending. Currently, applications are being approved based on last year’s allocation and District has been issuing payments; but the account is technically at a negative balance. If today’s AM agenda item is approved, all anticipated funds would be fully encumbered, and any new applications will be placed on a waitlist until further notice.

B. 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
1	Approved M-Wegter S-LaMantia	Nicole Diamond	Counseling	Articulation Officer Refer to Dean’s statement of support.	\$2,200	California Intersegmental Articulation Council 2025 Conference CAR	April 2-4, 2025	San Jose, CA

C. 2024-25 ALTERNATIVE METHODS

1. Review Applications:

	IPD DECISION	FACULTY	DISCIPLINE	SEMESTER	UNIT	HOURS	AM TYPE	PROJECT
1	Approved M-LaMantia S-Walden- Hurtgen	Julie Terrazas	Librarian	Spring 2025	2	36	CONF/WKP	@One "Creating Accessible Course Content" Application

D. ACADEMIC RANK – AR Work Group recommendations to the main body.

1. The AR work group reviewed the applications in advance and confirmed they meet the criteria and are eligible for approval.

Due to IPD Office error, Item 1 was removed. Rep. Nguyen informed Chad Ponciano is still under tenure review. **MOTION** by Rep. LaMantia to approve Items 2-15 as recommended by the AR Work Group. Seconded by Rep. Wegter. Hearing no objections, the motion passed.

	FACULTY	DISCIPLINE	APPLIED FOR RANK
1	Chad Ponciano	Counseling	Award of Tenure in 2023-24. Auto upgrade from Instructor to Assistant Professor.
2	Alana Krause	Librarian	Professor
3	Farzane Farazdaghi	Global Studies	Professor
4	Joel Powell	Political Science	Professor
5	John Shipp	Health, Kin, PE, Athletics	Professor
6	Matthew Flesher	Health, Kin, PE, Athletics	Professor
7	Krissy Barone	Health, Kin, PE, Athletics	Associate Professor
8	Leslie Bitong	Dance	Associate Professor
9	Gary Kirby	Mathematics	Associate Professor
10	Teresa Nguyen	ELL	Associate Professor
11	Annette Park	Mathematics	Associate Professor
12	Jason Sheley	Philosophy	Associate Professor
13	Justin Smith	History	Associate Professor
14	Stephanie Tanio	Biology	Associate Professor
15	Shawn Taylor	Mathematics	Associate Professor

2. The AR work group reviewed the applications in advance and recommends the following applications for a decision by the main body as a consensus was not met by the work group. [\[Academic Rank Criteria\]](#)

	IPD DECISION	FACULTY	DISCIPLINE	APPLIED FOR RANK
1	<p>Approved for Associate Professor</p> <p>Denied for Professor: Criteria not met. May reapply next year when he has completed 9 years of teaching</p> <p>M-LaMantia S-Wegter</p>	Nam Vu	Biology	<p>Professor [Application]</p> <p>(2) Approve; (1) Deny – Criteria not met; (3) Revise to Associate Professor</p>
2	<p>Denied M-LaMantia S-Walden-Hurtgen</p> <p>Criteria not met. May reapply when on Column V</p>	Monique Henderson	Health, Kin, PE, Athletics	<p>Professor [Application]</p> <p>(3) Approve; (3) Deny – Criteria not met</p>
3	<p>Denied M-LaMantia S-Baumgartner</p> <p>Criteria not met. May reapply next year when he has completed 9 years of teaching</p>	Bill La	Counseling-DSPS	<p>Professor [Application]</p> <p>(2) Approve; (4) Deny – Criteria not met</p>

IV. INFORMATION ITEMS

- A. Discipline/General Education Conferences, Workshops, Prof Meetings and Classes from the IPD Recommended List. \$2,200 maximum annual funding allowance 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.

	IPD DECISION	FACULTY	DISCIPLINE	CONF TYPE	AMOUNT	EVENT	DATES	LOCATION
1	PREAPPROVED	Matthew Shimazu	Chemistry	General Teaching	\$2,200	2025 STEM/STEAM & Education Conference CAR	June 11-13, 2025	Waikiki, Honolulu, Hawaii

B. 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 | 2023-26
7. Library | 2024-27

C. 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: 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 keeping 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.

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

E. 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](#)