



# INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) AGENDA

Thursday, October 17, 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
<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 – 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 17, 2024
- B. Minutes – [October 3, 2024](#)

## III. CONTINUING BUSINESS

- A. **IPD 2024-25 Budget update**
- B. **Academic Rank & Professor Emeritus Workgroup update** - Call for applications. Deadline: Nov 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](#)

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

1<sup>st</sup> year tenure-track Faculty:

- Jacob Hamrick, Auto Tech (one-year temporary faculty) = Mentor: \_\_\_\_\_
- Michael McCarthy, Criminal Justice = Mentor: Derrick Watkins, CJ
- Nicole Clement, Nursing = Mentor: Diep Pham and Barbara Miyadi, Nursing
- Hiring in progress – Cosmetology (one-year temporary faculty) = Mentor: \_\_\_\_\_

2<sup>nd</sup> Year tenure-track faculty & Mentors – Confirm if Mentee wishes to continue in the Mentoring Program

- AJ Edmonds, Computer Science = Mentor: Declined
- Armando Garcia, Counseling EOPS = Mentor: Nancy Nguyen, Counseling ?
- Shawn Hampton, Nursing = Mentor: Phuong Nguyen, Nursing

## IV. New Business

- A. **Proposal to create a CIL Work Group** - To meet [2024-25 IPD Strategic Plan Goals](#)

- B. **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.

Review Applications:

	IPD DECISION	FACULTY	DISCIPLINE	CONF TYPE	AMOUNT	EVENT	DATES	LOCATION	REG FEE
1		Hailey White	English (PT) LHE: (10)	Discipline	\$2,200	<a href="#">National Council of Teachers of English</a>  <a href="#">CAR</a>	Nov 21-24, 2024	Boston, MA	\$480

C. **2024-25 DEPARTMENT SYMPOSIUM** - Funding: \$50 pp = \$30/lunch, \$15/snack, \$5/materials per full-time faculty and 7.5+ LHE part-time faculty.

	IPD DECISION	FACULTY	DISCIPLINE	DATE	# OF ELIG FACULTY	FUNDING	OBJECTIVE/GOAL
1		Jimmy Nguyen	Counseling	Fall 2024 Nov 15, 2024	16	\$800	“Building Rapport While Working on our CORs” Review and update the Counseling course outline of record. Counseling is due to have an updated COR for all of their classes by next year.  <a href="#">Application</a>

V. **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](#)