



INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) AGENDA

Thursday, September 21, 2023

1:15PM – 2:15PM

LOCATION: LRC 250 Community Room

Meeting documents are also available in the [IPD SharePoint](#) (Employee log-in required)

IPD MEMBERS 2022 - 2023

Dave Barrett – Noncredit & ESL	Herman Singh – Social Sciences
Bern Baumgartner – Business, Accounting, Mngt, Marketing (Pending AS consent on 9/26/23)	Natalie Stone - Mathematics & Engineering
Amanda Best - Art	Leah Walden-Hurtgen - Liberal Arts & Culture
Dawn Brooks - Performing Arts	Rachel Wegter - Communication Studies
Keisha Cosand - English	RC Wilkinson - World Languages & Sign Language
Kate Green - IPD Chair, Physical Sciences	VACANT - Auto Tech, Digital Arts, Drafting
Monique Henderson - Kinesiology, Health Ed, Athletics	VACANT - Computer Science
Amy Jennings - Psychology	VACANT – Cosmetology
Alana Krause - Library	VACANT – Criminal Justice
MaryLynne LaMantia - Biological Sciences	VACANT – Part-time Faculty At-large
Jimmy Nguyen - Counseling & EOPS	
Phuong Nguyen – Nursing/Health Professions	[Patty Fonseca - Recorder]

I. ANNOUNCEMENTS

- Congratulations to Keisha Cosand, English, and Stacy Morrow, Mathematics (part-time faculty), recipients of the September Faculty Excellence Award for Peer Excellence in Teaching recognized by GWC faculty.

II. APPROVAL OF THE AGENDA AND MINUTES

- Agenda – September 21, 2023
- Minutes – [September 7, 2023](#)

III. CONTINUING & UNFINISHED BUSINESS:

- Professor Emeritus – [BP 7802](#) Update from District HR regarding application process
- Mentoring

- Mentoring Handbook
- Mentors needed for 1st year new Tenure-track full-time faculty:

Faculty	Discipline	1 st year Mentor
AJ Edmonds	Computer Science	
Armando Garcia	Counseling EOPS	
Shawn Hampton	Nursing	
Phuong Nguyen	Nursing	
TBA - Pending board approval Sept 20	Counseling-Athletics	

- Mentors needed for 2nd year Tenure-track full-time faculty:

Faculty	Discipline	1 st year Mentor	2 nd year Mentor:
Jeanette Adame	History	Leah Walden-Hurtgen, Anthro	Declined
Ruth Calcanas	Sociology	Jessica Patapoff, English	
Matthew Carlson	Chemistry	Matthew Shimazu, Chemistry	Matthew Shimazu, Chemistry
Doreen Fioretto	Education	Rachel Wegter, Comm Studies	
Shatarupa Ray	Biology	Michael Valinluck, Biology	
Herman Singh	Economics	Declined	
Kyle Smith	Psychology	Martie Ramm Engle, Theater Arts	
Michael Tran	Counselor - Transfer	Jimmy Nguyen, Counseling	
Aleksandra Uchlik	Accounting	Heather Kelley, Comm Studies	
Rachel Zacharia	Business	Sunshine McClain, History	

IV. NEW BUSINESS

- A. DISCIPLINE CONFERENCES - Includes Travel/Workshops/Prof Meetings/Classes. \$3,000 maximum funding allowance which can be used to fund a single conference or multiple conferences per academic year. First come, first served contingent on available funds.

Review Applications:

	FACULTY	DISCIPLINE	AMOUNT REQUESTED	CONFERENCE	DATES	LOCATION	REG FEE
a	M. Reza Mirbolooki	Biology (part-time 7.7 LHE)	\$3,000	Harvard Medical School - Certificate Program: Training to Teach in Medicine CAR 89850	Nov 2, 2023 - June 2, 2024	Virtual	\$6,900

- B. Department Symposium

- 1. Open call for [applications](#) - Funding: \$50 pp = \$30/lunch, \$15/snack, \$5/materials per full-time faculty and 7.5+ LHE part-time faculty.
- 2. Review application:

	FACULTY	DISCIPLINE	AMOUNT REQUESTED	DATE	SYMPOSIUM TITLE	# FACULTY
a	Julie Terrazas	Library	\$250	Sept 25, 2023	Library Program Review	5

- C. SALARY ADVANCEMENT CREDITS (SAC) & ALTERNATIVE METHODS (AM)

- 1. [Proposal for 2023-24 CIL Preapproved Trainings](#)
- 2. SAC for completion of CIL Trainings:
 - (1) hour = (0.06) credits
 - (2) hours = (0.12) credits, etc.
- 3. Alternative Methods proposal: complete (9) hours of CIL Trainings to earn (0.5) units of AM or (18) for (1) unit.

V. INFORMATION ITEMS

- A. IPD Elections for terms starting Fall 2023. Click [HERE](#) to submit your nomination to renew your term or encourage a colleague to apply if you are no longer able to serve. Open until filled. Three-year term (F2023-SP2026) unless otherwise indicated.
 - Automotive Technology, Digital Arts, Drafting (SP2023 - SP2024)
 - Computer Science
 - Cosmetology (2023-25)
 - Criminal Justice (2023-25)
 - Part-time Faculty At-large
- B. WORKGROUP ASSIGNMENTS 2023 – 2024 (New or returning members to select an assignment)
 - 1. ALTERNATIVE METHODS - ongoing applications
Members: K. Cosand, K. Green, M. Henderson, A. Jennings, A. Rivera, N. Stone, and R. Wegter
 - 2. SABBATICAL LEAVE – Announced in May. Intent to File/Application/Proposal due Sept.
Members: M. LaMantia (Chair), D. Barrett, A. Best, D. Brooks, J. Nguyen, and L. Walden-Hurtgen
 - 3. ACADEMIC RANK/PROFESSOR EMERITUS (Sept-Nov)
List of faculty [2023-2024 Academic Rank](#)
Members: Co-Chairs Krause and Walden-Hurtgen; D. Fioretto, M. LaMantia, J. Nguyen, H. Singh, and R. Wegter
Task: Encourage faculty to apply for Academic Rank. Create a promotion in AR announcement for the IPD website.

4. CIL Workgroup (Sept-Dec): Chair Green announced this work group is disbanded for 2023-24.
Members: K. Cosand, A. Jennings, N. Stone
(Are also members of the CIL's IPD Workgroup: to provide PD opportunities to faculty).
Tasks:
 - Review proposals for SAC Recommend List and report initiatives to the IPD
 - Promote CIL and encourage faculty to apply for SAC
 5. Faculty Excellence Awards Work Group (Sept-Dec)
Members: A. Jennings – FEA Liaison, D. Brooks, K. Green, P. Nguyen
Task: FEA Liaison will notify monthly recipient via email and coordinate the marquee and social media announcement with the Marketing staff. Monthly recipients will be honored at the Academic Senate's Teacher Appreciation & Awards Luncheon in May.
 6. Mentoring Work Group:
Members: Chair K. Cosand; D. Fioretto, K. Green, A. Jennings, H. Singh, and R. Wegter.
Tasks:
 - Provide support to faculty in the Mentor program.
 - Create a Mentoring Handbook
- C. [2023-24 IPD Meeting schedule: Agendas and Minutes](#)
- D. E-links
- [IPD website](#) – services and applications
 - [Academic Senate website](#)
 - [CCI website](#)
 - [DEAC SharePoint](#)
 - [Academic Senate Faculty Resources](#)
 - [GWC Canvas Support Site](#)
 - [Faculty & Staff webpage](#)
 - [GWC Academic Programs](#)