



# INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) AGENDA

Thursday, October 19, 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	Liz Sanchez – Part-time Faculty At-large
Bern Baumgartner – Business, Accounting, Mngt, Marketing	Herman Singh – Social Sciences
Amanda Best - Art	Natalie Stone - Mathematics & Engineering
Dawn Brooks - Performing Arts	Leah Walden-Hurtgen - Liberal Arts & Culture
Keisha Cosand - English	Rachel Wegter - Communication Studies
Doreen Fioretto – History & Education	RC Wilkinson - World Languages & Sign Language
<b>Kate Green - IPD Chair, Physical Sciences</b>	VACANT - Auto Tech, Digital Arts, Drafting
Amy Jennings - Psychology	VACANT - Computer Science
Alana Krause - Library	VACANT – Cosmetology
MaryLynne LaMantia - Biological Sciences	VACANT – Criminal Justice
Jimmy Nguyen - Counseling & EOPS	VACANT – Kinesiology, Health, Athletics
Phuong Nguyen – Nursing/Health Professions	[Patty Fonseca - Recorder]

### I. ANNOUNCEMENTS

Welcome new member Liz Sanchez, Part-time Faculty At-large.

### II. APPROVAL OF THE AGENDA AND MINUTES

- A. Agenda – October 19, 2023
- B. Minutes – October 5, 2023

### III. [SABBATICAL REPORT](#) – 2022-23 Sabbatical Leave, Elizabeth Remsburg Shiroishi, English

### IV. CONTINUING & UNFINISHED BUSINESS:

#### A. Mentoring

#### 1. Mentors needed for 1<sup>st</sup> year new Tenure-track full-time faculty:

Faculty	Discipline	1 <sup>st</sup> year Mentor
AJ Edmonds	Computer Science	Rachel Zacharia, Business
Armando Garcia	Counseling EOPS	
Shawn Hampton	Nursing	Phuong Nguyen, Nursing
Chad Ponciano	Counseling-Athletics (1-yr Temp)	

#### 2. Mentors needed for 2<sup>nd</sup> year Tenure-track full-time faculty:

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

V. NEW BUSINESS

- A. IPD Budget update – Received 2022-23 conference carryover balances. Alternative Methods carryover funds are still pending. 2023-24 allocation to all IPD accounts is still pending.
- B. Conference Travel Ban – From CCCD Chancellor’s Cabinet: Per Senate Bill 447, Assembly Bill 1887 (travel ban) is no longer in effect, and the State of California’s restriction on state-funded travel has been eliminated.
- C. 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
1	Amy Runyen	Art	\$70	<a href="#">Building with Light class CAR</a>	Fall 2023	Online	\$70

D. Salary Advancement Credits –Review applications

	FACULTY	DISCIPLINE	CREDIT	HOURS	PROGRAM	PROJECT	COMPLETE BY
1	Jeanette Adame	History	1.28	23	CONF/WKSHP	<a href="#">Lund University – Coursera African Development-from past to present course</a>	12/1/2023

E. Alternative Methods

- 1. Review annual academic year maximum units allowed. (AM 2022-23 carryover balance and 2023-24 allocation are pending).
- 2. Review application.

	FACULTY	DISCIPLINE	SEMESTER	PROJECT	REQUESTED UNITS	PROJECT HOURS
1	Kate Green	Chemistry	Fall 2023	<a href="#">ACUE Designing Learner-Centered and Equitable Course Design</a>	2	36
Tabled from previous meeting. Completed (2) units in Summer 2023 Chemistry display project.						
2	Travis Vail	Biology	Spring 2024	<a href="#">La Brea Tar Pits – fossil preparator training and Los Angeles Museum of Natural History – floor interpreter training</a>	1	18

F. Department Symposium

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

Review application:

	FACULTY	DISCIPLINE	AMOUNT REQUESTED	DATE	SYMPOSIUM TITLE	# FACUTY
1	Jimmy Nguyen	Counseling	\$800	Nov 17, 2023	<a href="#">Counseling-Cal-GETC Counseling Course/New Tech Training</a>	16

G. [BP 7910 Professor Emeritus](#) - review IPD application procedure

VI. INFORMATION ITEMS

- A. PRE-APPROVED GENERAL EDUCATION/TEACHING CONFERENCES – Includes preapproved Conference/Travel, Workshops, Prof Meeting, and Classes. Full-time faculty: \$3,000 annual max in addition to their discipline-related conference allowance. 7.5+ LHE part-time faculty: option to use a \$3,000 annual allowance to fund discipline-related or general educating/teaching conference/s. First come, first served contingent on available funds.

Review Application

	FACULTY	DISCIPLINE	AMOUNT REQUESTED	CONFERENCE	DATES	LOCATION	REG FEE
1	Amy Jennings	Psychology	\$525	<a href="#">Annual Hawaii International Conference on Education</a>	Jan 3-6, 2024	Waikoloa, Hawaii	\$3,000
2	Jennifer Bailly	Economics		<a href="#">CAR-Jennings</a> <a href="#">CAR-Bailly</a>			

B. Salary Advancement Credits

	FACULTY	DISCIPLINE	CREDIT	HOURS	PROGRAM	PROJECT	COMPLETE BY
1	Heather Kelley	Comm Studies	1	N/A	Mentor	<a href="#">Mentoring Aleksandra Uchlick</a>	2023-24
2	Rachel Zacharia	Business	1	N/A	Mentor	<a href="#">Mentoring AJ Edmonds</a>	2023-24

- C. 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)
- Kinesiology, Health, Athletics (2023-26)

D. WORKGROUP ASSIGNMENTS 2023 – 2024 (New or returning members to select an assignment)

1. ALTERNATIVE METHODS - ongoing applications  
Members: B. Baumgartner, A. Best, K. Cosand, K. Green, A. Jennings, A. Krause, N. Stone
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; B. Baumgartner, 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, A. Jennings, P. Nguyen, H. Singh, and R. Wegter.  
Tasks:
    - Provide support to faculty in the Mentor program.
    - Create a Mentoring Handbook
- E. [2023-24 IPD Meeting schedule: Agendas and Minutes](#)
- F. 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](#)