



INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) AGENDA

Thursday, November 2, 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
Kate Green - IPD Chair, Physical Sciences	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

- Academic Rank deadline was extended to November 6. Biography statements and photos will be needed for Professors.

II. APPROVAL OF THE AGENDA AND MINUTES

- Agenda – November 2, 2023
- Minutes – [October 19, 2023](#)

III. CONTINUING & UNFINISHED BUSINESS:

A. Mentoring

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

Faculty	Discipline	1 st year Mentor
Armando Garcia	Counseling EOPS	Nancy Nguyen, Counselor
Chad Ponciano	Counseling-Athletics (1-yr Temp)	Matthew Flesher, Athletics

- [BP 7910 Professor Emeritus](#) - Review IPD application procedure

IV. NEW BUSINESS

- Strategic Plan Committee Areas of Focus – [IPD goals and action report](#).

- 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.

- Proposal to add [The Learning Ideas Conference](#) to the Conference preapproved list.
- Review Applications:

	FACULTY	DISCIPLINE	AMOUNT REQUESTED	CONFERENCE	DATES	LOCATION	REG FEE
1	Erin Craig	Math & CIL/Flex Coordinator	\$3,000	The Learning Ideas Conference CAR	June 12-14, 2024	New York	\$895

2	Shawn Taylor	Math	\$3,000	The Learning Ideas Conference CAR	June 12-14, 2024	New York	\$895
3	Gita Alemansour	Math	\$3,000	International Conference on Applied Science, Math & Stats CAR	Dec 25, 2023	Tokyo, Japan	\$179
4	Amy Jennings	Psychology	\$3,000	Western Psychological Association Annual Convention 2024 CAR	April 24-28, 2024	San Francisco, CA	\$225
5	Teresa Nguyen	ELL	\$3,250 (Includes presenter funding)	TESOL International Convention & Expo CAR	March 21-23, 2024	Tampa, FL	\$395

C. Alternative Methods - Review applications

	FACULTY	DISCIPLINE	SEMESTER	PROJECT	REQUESTED UNITS	PROJECT HOURS
1	Leah Walden-Hurtgen	Anthropology	Summer 2024	Research storage/display options for the Anthropology department's museum quality skulls, skeletons, and other materials. Will create museum quality labels for display.	2	36
2	Kay Dutz	Physical Science	Fall 2023	CIL Workshop: Inclusive Instructional Innovations – Equitable Pedagogies and Practices for Latinx students	1	18

V. 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	Matthew Shimazu	Chemistry	\$3,000	STEM/STEAM & Education Conference CAR	June 6-8, 2023	Hawaii	\$400

2	Bill Nguyen	Math (Part-time 10 LHE)	\$1,500	64 th CMC South Annual Math Conference CAR	Nov 3-4, 2023	Palm Springs, CA	\$285
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B. Salary Advancement Credits - preapproved

	FACULTY	DISCIPLINE	CREDIT	HOURS	PROGRAM	PROJECT	COMPLETE BY
1	Jessica Patapoff	English	1	N/A	Mentor	Mentoring Ruth Calcanas	2023-24
2	Phuong Nguyen	Nursing	1	N/A	Mentor	Mentoring Shawn Hampton	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)

VI. 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. Faculty Excellence Awards Work Group (Sept-Dec)
Members: A. Jennings – FEA Liaison, D. Brooks, K. Green, P. Nguyen, L. Sanchez
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.
5. 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](#)