



# INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) AGENDA

Thursday, November 16, 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

- Part-time faculty can earn \$100 for every two-hour CIL session they complete. Contact Erin Craig, CIL Coordinator for additional information.

### II. APPROVAL OF THE AGENDA AND MINUTES

- Agenda – November 16, 2023
- Minutes – [November 2, 2023](#)

### III. CONTINUING & UNFINISHED BUSINESS

- IPD Budget update
- Professor Emeritus process
- 2024-25 Sabbatical Leave update

### IV. NEW BUSINESS

- 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 [California STEAM Symposium](#), February 9-10, 2024 to preapproved Conferences
- Review Applications:

	FACULTY	DISCIPLINE	AMOUNT REQUESTED	CONFERENCE	DATES	LOCATION	REG FEE
1	Amy Thach	Nursing	\$3,000	<a href="#">National Nurse Educator Summit</a> <a href="#">CAR-Amy</a> <a href="#">CAR-Phuong</a> <a href="#">CAR-Shawn</a>	April 7-10, 2024	Salt Lake City, UT	\$995
2	Phuong Thach						
3	Shawn Hampton						
4	Amanda Best	Art	\$3,000	<a href="#">National Conference on Education of Ceramic Art</a> <a href="#">CAR</a>	March 20-23, 2024	Richmond, VA	\$343

5	Cathy Le	Librarian	\$3,000	<a href="#">American Library Association Annual Conference</a> <a href="#">CAR-Cathy</a> <a href="#">CAR-Alana</a>	June 27-July 2, 2024 (2023-24 budget: returning June 30, 2024)	San Diego, CA	\$720
6	Alana Krause						
7	Annette Park	Math	\$3,000	<a href="#">Teaching Engaged Brains</a> <a href="#">CAR</a>	Feb 22-24, 2024	San Francisco, CA	\$649

B. Alternative Methods - Review applications

	FACULTY	DISCIPLINE	SEMESTER	PROJECT	REQUESTED UNITS	PROJECT HOURS
1	Damien Jordan	Counseling	Spring 2024	<a href="#">Based on the revision of the Early Childhood Academy coursework accepted by Los Amigos &amp; agreed to by GWC, he will “map out” students’ potential to complete their A-G requirements through Los Amigos and then transfer to GWC to complete an ADT or prepare for a TAG to a UC campus</a>	2	36

C. Proposal for preapproved Salary Advancement Credits and Alternative Methods

- [CCCO – WebAIM Accessible Document Training](#) – December cohort (Normally \$125 registration but they are covering the cost for faculty and staff).
  - SAC = (0.56) credits; AM = (0.5) LHE
  - December 4, 2023 – March 1, 2024
  - Course consists of four modules, one released per week, and a bonus (optional) fifth module. Total time to complete to course is approximately 10 hours.
  - Will receive a certificate of completion.

V. INFORMATION ITEMS

A. Salary Advancement Credits - preapproved

	FACULTY	DISCIPLINE	CREDIT	HOURS	PROGRAM	PROJECT	COMPLETE BY
1	Nancy Nguyen	Counseling	1	N/A	Mentor	<a href="#">Mentoring Armando Garcia</a>	2023-24

B. 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)

C. 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
- D. [2023-24 IPD Meeting schedule: Agendas and Minutes](#)
- E. 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](#)