



INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) MINUTES

Thursday, March 2, 2023

1:15PM – 2:00PM

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	Natalie Stone - Mathematics & Engineering
Amanda Best - Art	Criss Vo - Part-time Faculty At-large
Dawn Brooks - Performing Arts	Leah Walden-Hurtgen - Liberal Arts & Culture
Ruth Calcanas - Social Sciences	Derrick Watkins - Criminal Justice
Keisha Cosand - English	Rachel Wegter - Communication Studies
Kate Green - IPD Chair, Physical Sciences	RC Wilkinson - World Languages & Sign Language
Monique Henderson - Kinesiology, Health Ed, Athletics	VACANT - Auto Tech, Digital Arts, Drafting
Amy Jennings - Psychology	VACANT – Business, Accounting, Computer Science,
Alana Krause - Library	Management, Marketing
MaryLynne LaMantia - Biological Sciences	VACANT - Cosmetology
Jimmy Nguyen - Counseling & EOPS	[Patty Fonseca - Recorder]
Phuong Nguyen – Nursing/Health Professions	

1. ANNOUNCEMENTS

- March Faculty Excellence Award selection will take place following the regular IPD meeting.
- Shout out to Rep. Krause for her outstanding contributions to the Flex Day SAC breakout session!
- Rep. Cosand announced she is working with Fran Farazdaghi on the Global Awareness initiative scheduled in April on campus and welcomed the faculty’s support. The event will include the participation of several disciplines and students on the UN sustainable goals.

2. APPROVAL OF THE AGENDA AND MINUTES

- A. Agenda – March 2, 2023. Chair Green requested to amend the agenda by removing Alice Rivera from the membership as she is no longer able to participate due to a scheduling conflict. MOTION by Rep. LaMantia to approve the agenda as amended. Seconded by Rep. Best. Hearing no objections, the agenda was approved.
- B. [Minutes](#) – February 16, 2023. MOTION by Rep. LaMantia to approve the minutes. Seconded by Rep. Best. Hearing no objections, the minutes were approved.

3. CONTINUING & UNFINISHED BUSINESS:

- A. Academic Rank work group – Project update
Rep. Wegter provided an update on the AR project. Rep. Walden-Hurtgen is contacting faculty and will coordinate the photos and biographies. Rep. Wegter will proofread.
- B. 2021-25 Strategic Plan – Areas of Focus for IPD: Goal #6 Professional Development
GWC will support the success of all employees by providing professional development opportunities that focus on the achievement of College Goals.
 1. Strategy #2 - Provide new Professional Development Opportunities for all college personnel including workshops that unite the campus community (Faculty, Staff and Administration), mentoring and leadership opportunities.
 2. Strategy #3 - Increase awareness of funding opportunities available and seek additional funding sources for those opportunities.

Chair Green requested the IPD continue to spread the word on IPD professional development opportunities for faculty.

4. NEW BUSINESS

A. DISCIPLINE - Conference/Travel/Workshops/Prof Meetings/Classes – Review applications:

	IPD DECISION	FACULTY	DISCIPLINE	AMOUNT REQUESTED	CONFERENCE	DATES	LOCATION	REG FEE
1	Approved M (M. LaMantia) / S (A. Best)	Alice Rivera	Accounting	\$2,200	Teachers of Accounting at Two Year Colleges (TACTYC) Annual Conference CAR 89412	May 18-20, 2023	Portland, OR	\$550
2	Approved M (A. Best) / S (M. LaMantia)	Amy Jennings	Psychology	\$3,000	Western Psychological Association Convention CAR 89575 CAR 89560	April 27-30, 2023	Riverside, CA	\$205
3	Approved M (A. Best) / S (M. LaMantia)	Kyle Smith						
4	Approved M (M. LaMantia) / S (A. Best)	Alana Krause	Librarian	\$3,000	California Library Association Conference 2023 CAR 89415	June 1-3, 2023	Sacramento, CA	\$525

B. GENERAL TEACHING - Conference/Travel/Workshops/Prof Meetings/Classes

1. Conference Proposal for the conference “preapproved” list

- [Strengthening Student Success Conference 2023](#), October 11-13, 2023 in San Francisco

2. Review Applications:

	IPD DECISION	FACULTY	DISCIPLINE	AMOUNT REQUESTED	CONFERENCE	DATES	LOCATION	REG FEE
2	Approved M (M. LaMantia) / S (K. Cosand)	Teresa Nguyen	ELL	\$3,000	Asian Pacific Americans in Higher Education – Amplifying our Voices in Unity and Action CAR 89414	April 27-28, 2023	Oakland, CA	\$400

C. Salary Advancement Credits

1. Review Applications (Courses not listed on IPD’s Recommended List require IPD review.)

	IPD DECISION	FACULTY	DISCIPLINE	PROJECT	SAC CREDITS	PROJECT HOURS	PROGRAM	COMPLETE BY
1	Approved M (A. Best) / S (M. LaMantia)	Gary Kirby	Mathematics	OER – Math 285	10	180	Educational Materials	Aug 25, 2023

- D. New Hire Onboarding/Orientation Experience – Alyssa Brown, HR Director; Therese Grande, Classified Academy; Connie Marten, Training & Development Specialist (1:40pm)
The IPD provided feedback from the faculty perspective on the GWC onboarding and orientation experience.

5. INFORMATION ITEMS

- A. Preapproved General Teaching Conferences = Review applications:

	FACULTY	DISCIPLINE	AMOUNT REQUESTED	CONFERENCE	DATES	LOCATION	REG FEE
1	Stephanie Hoon	Management (Part-time)	\$506	CCCCO Online Teaching Conference CAR 89413	June 21-23, 2023	Long Beach, CA	\$399

- B. FREE Conference! [ASCCC 2023 CTE and Noncredit South Regional Workshop](#)
March 20, 2023 at Compton College.

- C. Salary Advancement Credits – Preapproved from SAC Recommended List. (Faculty may begin the course once the application has been confirmed received by the IPD Office).

	FACULTY	DISCIPLINE	PROJECT	SAC CREDITS	PROJECT HOURS	PROGRAM	COMPLETE BY
1	Herman Singh	Economics	Gale - Leadership	1.33	24	CONF/WKSP	5/3/2023
2	Herman Singh	Economics	Gale - Introduction Microsoft Excel 2019	1.33	24	CONF/WKSP	5/3/2023
3	Herman Singh	Economics	Gale – Math Refresher	1.33	24	CONF/WKSP	5/3/2023
4	Herman Singh	Economics	Gale – A-Z Grant Writing	1.33	24	CONF/WKSP	5/3/2023
5	Herman Singh	Economics	Gale – A-Z Grant Writing II Beyond the Basics	1.33	24	CONF/WKSP	7/15/2023
6	Herman Singh	Economics	Gale – Individual Excellence	1.33	24	CONF/WKSP	6/14/2023
7	Jeanette Adame	History	Gale – Teaching Adult Learners	1.33	24	CONF/WKSP	5/3/2023
8	Jeanette Adame	History	Gale – Get Funny!	1.33	24	CONF/WKSP	5/3/2023
9	Jeanette Adame	History	Gale – Beginners Guide to Getting Published	1.33	24	CONF/WKSP	5/3/2023
10	Jeanette Adame	History	Gale – A-Z Grant Writing	1.33	24	CONF/WKSP	5/3/2023

11	Ruth Calcanas	Sociology	Gale – A-Z Grant Writing	1.33	24	CONF/WKSP	4/26/2023
12	Ruth Calcanas	Sociology	Gale – A-Z Grant Writing II Beyond the Basics	1.33	24	CONF/WKSP	4/26/2023
13	Ruth Calcanas	Sociology	Gale – Writing Effective Grant Proposals	1.33	24	CONF/WKSP	4/26/2023
14	Ruth Calcanas	Sociology	Gale – Creating the Inclusive Classroom	1.33	24	CONF/WKSP	5/24/2023
15	Ruth Calcanas	Sociology	Gale – Differentiated Instruction in the Classroom	1.33	24	CONF/WKSP	5/24/2023
16	Ruth Calcanas	Sociology	Gale – Grammar Refresher	1.33	24	CONF/WKSP	5/24/2023
17	Ruth Calcanas	Sociology	Gale – Grammar Refresher II	1.33	24	CONF/WKSP	5/24/2023
18	Ruth Calcanas	Sociology	Gale – Interpersonal Communication	1.33	24	CONF/WKSP	5/24/2023
19	Ruth Calcanas	Sociology	Gale - Leadership	1.33	24	CONF/WKSP	5/24/2023
20	Ruth Calcanas	Sociology	Gale – Solving Classroom Discipline Problems	1.33	24	CONF/WKSP	5/24/2023
21	Ruth Calcanas	Sociology	Gale - Solving Classroom Discipline Problems II	1.33	24	CONF/WKSP	5/24/2023
22	Ruth Calcanas	Sociology	Gale – Teaching Adult Learners	1.33	24	CONF/WKSP	4/26/2023
23	Ruth Calcanas	Sociology	Gale – Writing Essentials	1.33	24	CONF/WKSP	4/26/2023
24	Ruth Calcanas	Sociology	Gale – Teaching Students with ADHD	1.33	24	CONF/WKSP	4/26/2023

D. WORKGROUP ASSIGNMENTS 2022 – 2023 (New or returning members to select an assignment)

1. ALTERNATIVE METHODS - ongoing applications
Members: R. Calcanas, 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, A. Jennings, J. Nguyen, L. Walden-Hurtgen and D. Watkins
3. ACADEMIC RANK/PROFESSOR EMERITUS (Sept-Nov)
List of faculty [2023-2024 Academic Rank](#)
Members: A. Krause, M. LaMantia, J. Nguyen, R. Wegter, L. Walden-Hurtgen, D. Watkins.

- Task: Encourage faculty to apply for Academic Rank. Create a promotion in AR announcement for the IPD website.
4. CIL Workgroup (Sept-Dec): (3)
Members: R. Calcanas, 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, C. Vo
Task: Create a FEA procedure, timeline, and schedule for nominations & awards
- C. [2023-23 Meeting schedule](#)
- D. E-links
- [IPD website](#)
 - [Academic Senate website](#)
 - [CCI website](#)
 - [DEAC SharePoint](#)
 - [GWC Canvas Support Site](#)
 - [Faculty & Staff webpage](#)