



INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) AGENDA

Thursday, October 2, 2025

1:15PM – 2:15PM

LOCATION: LRC 250 Community Room

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

IPD MEMBERS 2025 - 2026

Bern Baumgartner – Business, Accounting, Mngt, Marketing	Evangelina Rosales - Cosmetology
Amanda Best - Art	Tracy Sattler (PT) – ELL/ESL/GED
Keisha Cosand - English	Herman Singh – Social Sciences
Amy Douma (Psychology) – Part-time Faculty At-large	Natalie Stone - Mathematics & Engineering
Doreen Fioretto – History & Education	Leah Walden-Hurtgen - Liberal Arts & Culture
Kate Green - IPD Chair, Physical Sciences	Rachel Wegter - Communication Studies
Amy Jennings - Psychology	VACANT - Auto Tech, Digital Arts, Drafting
Leilani Johnson - Kinesiology, Health, Athletics	VACANT - Computer Science
MaryLynne LaMantia - Biological Sciences	VACANT – Criminal Justice
Barbara Miyadi – Nursing/Health Professions	VACANT - Library
Tim Mueller – Performing Arts	VACANT – World Languages & Sign Language
Jimmy Nguyen - Counseling & EOPS	Recorder – Patty Fonseca

I. ANNOUNCEMENTS

IPD group picture at 2 pm.

II. APPROVAL OF THE AGENDA AND MINUTES

A. Agenda – October 2, 2025

B. Minutes – [September 18, 2025](#).

III. CONTINUING BUSINESS

A. **Sabbatical Leave update** – Chair LaMantia, Sabbatical Leave Committee

B. **CIL Workgroup: [Strategic Plan Update](#) – [Committee Goals & Action Report 2025-26](#)**

C. **Mentoring update**

Coordinate Mentors, collect signatures on the Mentoring Agreement, recommend SAC for Mentors that qualify, and provide a copy of the Mentoring Handbook.

NEW FACULTY – 1 st Year	MENTOR	AGREEMENTS
Denise Gonzalez Bon Counselor – College Autism Prog Coord	Jeanette Adame, History	Completed
Samantha Harris, Ethnic Studies	Amy Jennings, Psychology	
Robert Nguyen, Nursing	Phuong Nguyen, Nursing	Completed

NEW FACULTY – 1 st Year <i>Temporary 1-year contracts</i>	MENTOR	AGREEMENTS
Jessica Chavez, Nursing	Evangelina Rosales, Cosmetology	
Victoria Nelson, Nursing		
Claudia Ureno, Nursing		
Regina Halchishak, Cosmetology <i>Fall 2025 only – Temp during T. Chambliss Sabbatical Leave</i>	Tim Mueller, Theater Arts	

IV. NEW BUSINESS**A. Discipline/General Education Conferences, Workshops, Prof Meetings and Classes.**

\$2,500 maximum annual funding allowance, which can be used to fund a single conference or multiple conferences per academic year – OR – an Alternative Methods project. Funding is first-come, first-served and is contingent on available Full-time Faculty and Part-time Faculty Conference funds.

Review Applications:

	IPD DECISION	FACULTY	DISCIPLINE	CONF TYPE	AMOUNT	EVENT	DATES	LOCATION
1		Monica Jovanovich	Art	Discipline	\$2,500	College Art Association 114th Annual Conference CAR	Feb 18-21, 2026	Chicago, IL
2		Shaheed Sabrin	ELL Part-time 10 LHE	Discipline	\$2,500	The 17th Asian Conference on Education CAR	Nov 27-28, 2025	Tokyo, Japan

B. IPD Funding “double-dipping”

IPD website: “District policies prohibit receiving IPD and any other District funds for the same professional development activity, including Flex credit, IPD salary advancement credit, or IPD Alternative Methods funding.”

V. INFORMATION ITEMS**A. Preapproved Conferences**

	IPD DECISION	FACULTY	DISCIPLINE	AMOUNT	EVENT	DATES	LOCATION
1	Preapproved	Karen Putnam	Counselor	\$2,500	Hawaii International Conference on Education CAR	Jan 8-11, 2026	Honolulu, HI

B. Preapproved Salary Advancement Credits

	IPD DECISION	FACULTY	DISCIPLINE	CREDITS	HOURS	PROGRAM	PROJECT	COMPLETION DATE
1	Preapproved	Matthew Shimazu	Chemistry	1.33	24	CONF/WKP	Gale – Introduction to Photoshop CC	12/1/2025

C. IPD Vacancies - Click [HERE](#) to submit your nomination. Open until filled.

1. Auto Automotive Technology, Digital Arts, Drafting | 2024-27
2. Computer Science | 2023-26
3. Criminal Justice | 2025-28
4. Library | 2024-27

5. World Languages & Sign Language | 2025-28

D. WORKGROUP ASSIGNMENTS 2024-25 (New or returning members to select TWO assignments)**1. SABBATICAL LEAVE** – Announced in May. Intent to File/Application/Proposal due Sept.

Members: LaMantia (Chair), Best, Nguyen, Stone, Wegter, Miyadi, Fioretto, Singh, and Baumgartner.

Task per the CCCD/CFE AFT CBA Article XXI, Section 21.3.h. Sabbatical Leave: Shall forward to the college president a list containing the names of those faculty members whose sabbatical leave applications have been reviewed indicating those approved for recommendation.

3. ACADEMIC RANK/PROFESSOR EMERITUS (Sept-Nov)

Members: Wegter (Chair), Baumgartner, Fioretto, LaMantia, Nguyen, Singh, Walden-Hurtgen, and Johnson.

Task: Promote and assist their faculty with the application process. The work group shall forward to the IPD a list containing the names of those faculty members whose Academic Rank and Professional Emeritus applications have been reviewed and recommended for approval. Collect biographies and photos to highlight in the IPD Academic Rank webpage honoring faculty members promoted to full professor.

4. FACULTY EXCELLENCE AWARDS

Members: A. Jennings (FEA Liaison), Douma, Cosand, Green, Mueller, Rosales, Walden-Hurtgen, Johnson, Best, and Stone.

Task: FEA Liaison - will notify monthly recipients via email, coordinate the marquee and social media announcement with the Marketing staff. Work Group – is the selection committee for the monthly awards and participates in prize patrol. Monthly recipients and TOTY will be honored at the Academic Senate's Teacher Appreciation & Awards Luncheon in May.

5. MENTORING

Members: Singh (Chair), Fioretto, Jennings, Miyadi, Mueller, and Rosales.

Tasks: Assist in the recruitment of mentors and provide support to faculty in the mentoring program. Responsible for maintaining the [Mentoring Handbook](#) current.

6. CIL/PDAC

Members: Cosand, Jennings, Rosales, and Sattler

Task: Aligns with Goal #3 of the IPD's Strategic Plan goals to centralize professional development opportunities for all college personnel to have one resource. This would include opportunities for on and off campus. Collaborate with CIL Coordinator and the Professional Development Advisory Committee:

- To develop and promote PD opportunities to the faculty, including reporting Flex Day initiatives to the IPD.
- Review CIL and PDAC trainings to determine eligibility to earn SAC/AM and report initiatives to the IPD.

Collaborate with CIL and PDAC to streamline the respective websites to create a cohesive professional development system.

VI. [2025-26 IPD Meeting schedule: Agendas and Minutes](#)
[IPD Application Deadlines](#)

VII. E-links

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| <ul style="list-style-type: none"> ▪ IPD website – services and applications ▪ Academic Senate website ▪ CCI website ▪ GWC Canvas Support Site | <ul style="list-style-type: none"> ▪ Faculty & Staff webpage ▪ DEAC website ▪ Academic Senate Faculty Resources |
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