



INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) AGENDA

Thursday, October 16, 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

Faculty Excellence Award recipient/s for October's Excellence in Leadership & Service Award (ELSA).

II. APPROVAL OF THE AGENDA AND MINUTES

A. Agenda – October 16, 2025

B. Minutes – [October 2, 2025](#)

III. CONTINUING BUSINESS

A. 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.*”

- Update IPD guidelines
- Should it include Sabbatical Leave and OER?

B. CIL Workgroup update: Proposed [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.

Outstanding items:

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

IV. NEW BUSINESS**A. Department Symposium – Review application**

	IPD DECISION	FACULTY	DISCIPLINE	AMOUNT REQUESTED	DATE	SYMPOSIUM OBJECTIVES	# FACULTY
1		Jimmy Nguyen	Counseling	\$850	Fall 2025 12/5/2025	Open to Change: Advancing Curriculum with OER The Counseling Division is in the process of updating the OPE for Counseling G104: Career and Life Planning. To better understand how various programs operate, we would like to tour several Career Education facilities such as Automotive, Cosmetology, Criminal Justice, Nursing, and Music.	17

B. GWC Faculty Column Placement – Encourage faculty to apply for SAC, Academic Rank, and AM

- [SAC application](#)
- [Academic Rank application](#) – deadline: November 13, 2025
- [AM application](#)

C. Retiree Benefits – How to access campus services | Retiree Card ID**D. Defining contract rules regarding activities expected of permanent faculty per CFE Contract, Article VII, Section 8.5d.3 (3.d)**

(d) The following standards are illustrative of the activities expected of permanent faculty. Tenure-track faculty after their first probationary year are expected to show participation in professional growth activities as evidence of continued professional growth and leadership. Examples include the following professional activities:

- participation in self-initiated professional activities such as course work, attendance at workshops, seminars, professional meetings;
- conference presentation, artistic exhibit, classroom research, development of new curriculum, participation in publications and related work experience;
- active participation in collegial governance and campus life, including College or District committees, and community activities.

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

	IPD DECISION	FACULTY	DISCIPLINE	AMOUNT	EVENT	DATES	LOCATION
1	Preapproved	Julie Terrazas	Librarian	\$2,500	ASCCC Fall Plenary	Nov 6-8, 2025	San Diego, CA
2	Preapproved	Tracy Sattler	ELL		CAR-JT CAR-TS		
3	Preapproved	Julie Terrazas	Librarian	\$75	ASCCC Area D Fall Meeting CAR	Oct 10, 2025	Irvine, CA

B. Preapproved Salary Advancement Credits – Courses listed in the SAC Handbook

	IPD DECISION	FACULTY	DISCIPLINE	CREDITS	HOURS	PROGRAM	PROJECT	COMPLETION DATE
1	Preapproved	Denise Bon	Counselor, DSPS	1.33	24	CONF/WKP	Gale – Teaching Students with ADHD	09/01/26
2	Preapproved	Denise Bon	Counselor, DSPS	1.33	24	CONF/WKP	Gale – Skills for Making Great Decisions	09/01/26

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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- [IPD website](#) – services and applications – 1:15PM
- [Academic Senate website](#)
- [CCI website](#)
- [GWC Canvas Support Site](#)
- [Faculty & Staff webpage](#)
- [DEAC website](#)
- [Academic Senate Faculty Resources](#)