INSTITUTE FOR PROFESSIONAL DEVELOPMENT (IPD) AGENDA

Thursday, November 19, 2026
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, Computer Science	Evangelina Rosales - Cosmetology
Amanda Best - Art	Tracy Sattler (PT) – ELL/ESL/GED
Nicole Clement - Nursing/Health Professions	Natalie Stone - Mathematics & Engineering
Amy Douma (PT) - Psychology	Brian Thill - English
Doreen Fioretto – History & Education	Leah Walden-Hurtgen - Liberal Arts & Culture (ANTH, GEOG, PHIL)
Kate Green - IPD Chair, Physical Sciences	Rachel Wegter - Communication Studies
Jose Gutierrez – Sociology & Ethnic Studies	RC Wilkinson – World Languages & Sign Language/Interpreting
Leilani Johnson - Kinesiology, Health, Athletics	VACANT - Auto Tech, Digital Arts, Drafting
MaryLynne LaMantia - Biological Sciences	VACANT – Criminal Justice
Tim Mueller – Performing Arts Senator (THEA, MUS, DANC)	VACANT - Library
Jimmy Nguyen - Counseling & EOPS	VACANT – Economics & Political Science
Michelle Ohm (Art) – Part-time Faculty At-Large (Fall 2026)	

I. ANNOUNCEMENTS

II. APPROVAL OF THE AGENDA AND MINUTES

A. Agenda – November 19, 2026
B. Minutes – November 5, 2026

III. SABBATICAL PRESENTATION - Monica Jovanovich, Art – Spring 2025 & Spring 2026 Sabbatical Leave [Report]

IV. CONTINUING BUSINESS

A. Academic Rank Update – Chair Baumgartner
The work group will convene following the IPD meeting to review applications.
B. Mentoring Work Group Update – Chair Mueller
1. Coordinate mentors for new faculty
2. Confirm continued interest for Y2 faculty
3. Obtain signatures of Mentor/Mentee Agreement
4. Encourage mentors to apply for SAC, if eligible.

2026-27 TENURE-TRACK FULL-TIME FACULTY

FACULTY Y1	DISCIPLINE	MENTOR	AGREEMENT	SAC
Melissa Navarro	Communication Studies	Brian Thill		
Joyce Nguy	Political Science	Heather Kelley	X	N/A
Jose Gutierez	Ethnic Studies/ Chicano Studies			
Zaid Eltawil	Engineering & Physics			
FACULTY Y2	**DISCIPLINE**			
Samantha Harris	Ethnic Studies	Amy Jennings, Psychology		N/A
Denise Gonzalez Bon	Counselor-DSPS	Jeanette Adame, History		N/A
Robert Nguyen	Nursing	Phuong Nguyen, Nursing		N/A
Nicole Clement	Nursing	Berlynn Ching, Nursing		N/A

Temporary One-Year Faculty Contracts

Veronica Gschweng Y1	Nursing			
Kenyon Callahan Y1	Political Science			
Paul McBurnett (Fall 2026)	Geology			
Claudia Ureno Y2	Nursing	Jason Sheley, Philosophy		
Tori Nelson Y2	Nursing	Jessica Patapoff		
Jessica Chavez Y2	Nursing	Evangelina Rosales, Cosmetology		
Maria Tran	Counseling			

V. NEW BUSINESS

A. Conference/Travel - Discipline/General Education Conferences, Workshops, Prof Meetings, and Classes.
$3,000 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 determined based on available Full-time Faculty and Part-time Faculty Conference funds.

	IPD DECISION	FACULTY	DISCIPLINE	CONF TYPE	AMOUNT	EVENT	CONFERENCE DATES	LOCATION
1		**Teresa Nguyen**	ELL	Discipline	$1,500	2027 Korea Teachers of English to Speakers of Other Languages International Conference CAR	May 15 – 16, 2027	Seoul, Korea
2		**Stephanie Ferrara**	Business	Discipline	$2,800	2027 Annual eLearning Conference CAR	March 3-7, 2027	Colorado Spring, CO

B. **Salary Advancement Credits – Review Applications**

	IPD DECISION	FACULTY	DISCIPLINE	CREDITS	HOURS	PROGRAM	PROJECT	COMPLETION DATE
1		**Melissa Navarro**	Communication Studies	1.33	24	CONF/WKP	Gale – Introduction to Journaling Application	Nov 26 – Jan 2027

C. **Professor Emeritus – Review Applications**

	IPD DECISION	FACULTY	DISCIPLINE	APPLICATION	RETIRE DATE	YEARS OF FULL-TIME TEACHING
1		**Ju-An Broyles**	Nursing	Application	2026	24
2		**Marie McGrath Wood**	Humanities/ English	Application	2011	22
3		**Martie Ramm Engle**	Theater Arts	Application	2026	20 yrs, 4 mo
4		**Derrick Watkins**	Criminal Justice	Application	2026	20.5

VI. INFORMATION ITEMS

A. **Salary Advancement Credits – SAC Handbook Recommended Classes (Preapproved)**

	IPD DECISION	FACULTY	DISCIPLINE	CREDITS	HOURS	PROGRAM	PROJECT	COMPLETION DATE
1	Preapproved	**Melissa Navarro**	Communication Studies	1.33	24	CONF/WKP	Gale –Leadership Application	Nov 26 – Jan 2027

2	Preapproved	**Melissa Navarro**	Communication Studies	1.33	24	CONF/WKP	Gale – Blogging & Podcasting for Beginners Application	Nov 26 – Jan 2027

B. **WORKGROUP ASSIGNMENTS 2026-27** (New or returning members to select TWO assignments)

1. **SABBATICAL LEAVE** – Announced in May. Intent to File/Application/Proposal due Sept.
   Members: Best (Chair), LaMantia, Nguyen, Stone, Wegter, Mueller, Fioretto, Clement, 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.

2. **ACADEMIC RANK** (Sept-Nov) – 11/19/26 REVIEW APPLICATIONS
   Members: Baumgartner (Chair), Baumgartner, Fioretto, Johnson, LaMantia, Nguyen, Walden-Hurtgen, Thill, Ohm, Wegter, and Wilkinson.
   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.
3. **FACULTY EXCELLENCE AWARDS**
   Members: Jennings (FEA Liaison), Cosand, Clement, Douma, Green, Ohm, 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.
4. **MENTORING**
   Members: Mueller (Chair), Fioretto, Jennings, Rosales, and Wilkinson.
   Tasks: Assist in the recruitment of mentors and provide support to faculty in the mentoring program. Responsible for maintaining the Mentoring Handbook current.
5. **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.
6. IPD Meeting schedule: Agendas and Minutes
   IPD Application Deadlines