

Professional Advancement Committee

Minutes

November 18, 2024
Virtual Meeting via Zoom

Members Present: Cheryl Barnard, Carmen Carrasquillo, Ryan Monroy, Anh Nguyen, Ken Reinstein, John Salinsky, Melissa Wolfson

- A. Approval of today's agenda
- B. Approval of previous meeting's minutes (10/14/2024)
- C. Review of Proposals, Completions, Licensure/Certification Reimbursement Form, and/or Sabbatical Completions

	Name	Type of Form	Approved Y or N	Comments/ Questions
1.	One	Proposal: 3 units of coursework	Y	
2.	One	Completion: 3 units of coursework	Y	
3.	One	Completion: 9 units of coursework (Proposal approved 9/9/2024)	Y	
4.	One	Completion: 9 units of coursework (Proposal approved on 5/13/2024)	Y	
5.	One	Proposal: 6 units of coursework	Y	
6.	One	Sabbatical Completion	Y	

D. New Business

- Interim Chair for Spring 2025
- Melissa Wolfson
- Discuss TPRC meeting date in January

E. Events

- Update on Adjunct Success, Retention and Equity Committee (ASRE) Event
G.I.F.T.S.: Great Information for Faculty & Teaching Success
Nov 8 at 12:30-2 PM
- Upcoming Flex Workshop: Sabbatical Application Q & A Session on Dec 6 at 10:30-11:30 AM on Zoom

F. Reminders to your Areas:

- Deadline to submit documents for review is at least one week before the committee's scheduled meeting.
- Proposal Forms and Completion Forms need to be signed by the Department Chair and Dean **before** it is submitted to the PAC Chair

Submission Deadline	Meeting Date
Dec 2, 2024	Dec 9, 2024
Feb 3, 2025	Feb 10, 2025
Mar 3, 2025	Mar 10, 2025
Apr 7, 2025	Apr 14, 2025
May 5, 2025	May 12, 2025

Upcoming Meetings for the 2024-2025 Academic Year:

Fall Semester: Dec 9

Spring Semester: Feb 10, Mar 10, Apr 14, May 12

Tenure and Promotion Review Subcommittee Meeting: TBD