

Professional Advancement Committee

Minutes
Professional Advancement Committee
H101B

Tuesday, Nov. 10, 2015
12:25 p.m. - 1:15 p.m.

Members present: Carmen Jay, Martin Moss, Wheeler, North Roger Olson, Joan Thompson, Dan Trubovitz, Members excused: Adela Jacobson, Alan Viersen

- A. Approval of the Agenda –
 - a. Added TPRC – TPRC will meet Tues. Dec. 8, 2015 immediately following the PAC meeting to review the CBA and have a “norming” session so all are on the same page when it comes to reviewing PRF’s, letters, appraisal forms and student evaluations.
 - b. Added Format of Public Agendas and Minutes – will show total number of proposals and reports of completion instead of what approved to preserve confidentiality.
- B. Approval of Previous Minutes
- C. Old Business
 - a. Review of Moving across the pay scale Committee reviewed. Thank you Roger. Information will be sent out to contract and adjunct faculty dl.
 - b. Review of FAQ’s on website – M. Moss to review and report back at next meeting.
- D. New Business
 - a. Date for Spring 2016 Sabbatical Workshop – Jan. 20, 2016, 10 a.m. Dan and Carmen to host. Joan to request room.
 - b. Review of Sabbatical rating guidelines – guidelines were reviewed and found to be well done. They will be used for rating the 2016-2017 sabbaticals.
 - c. Dates and times for Spring 2016 meetings **2nd Tuesday, 1 p.m. H101B**
 - i. Feb. 9, March 8, April 12, May 10, 2016 **NOTE TIME CHANGE**

E. Review of Proposals:

<u>Name</u>	<u>Proposal</u>	<u>Approved Y or N</u>	<u>Questions</u>
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One

F. Review of reports of completion

<u>Name</u>	<u>Report</u>	<u>Approved Y or N</u>	<u>Questions</u>
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One approved

One returned for proof of completion.

G. Report of Sabbatical Completion

<u>Name</u>	<u>Sabbatical Report</u>	<u>Approved Y or N</u>	<u>Questions</u>
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None

H. Adjunct request for review of units for salary advancement

<u>Name</u>	<u>Report</u>	<u>Approved Y or N</u>	<u>Questions</u>
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None

Next meetings:

Tuesday, Dec. 8, 2015 12:25 – 1:15 H101