

# Professional Advancement Committee

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Minutes

H101B

Monday, Dec. 12, 2016

1:15 p.m. – 2:15 p.m.

Members Present: Adela Jacobson, Carmen Jay, Roger Olson, Joan Thompson, Dan Trubovitz, Alan Viersen

Members Excused: Martin Moss, Wheeler North, Jordan Omens

- A. Approval of the Agenda
- B. Approval of Previous Minutes
- C. Old Business
  - a. Review of FAQ's on website – Roger will send the latest word version. Carmen and Joan to review/revise to committee in early spring. Will include information to make the PAC procedure/process more detailed. Will include examples in FAQ's.
  - b. Governance Committee Evaluation Form- Discussed is PAC a governance committee. Does PAC need to do the evaluation form? Will ask W. North for clarification.
  - c. Jessica McCambly – PAC response set to district. No word back yet from district.
- D. New Business
  - a. Meeting dates and times for Spring 2017 - Proposed
    - i. 3<sup>rd</sup> Tuesday of the month at 12:35 – 1:15 p.m.
      - 1. Feb. 21, 2017
      - 2. Mar. 21, 2017
      - 3. April 18, 2017
      - 4. May 16, 2017

E. Review of Proposals:

<u>Name</u>	<u>Proposal</u>	<u>Approved</u>	<u>Y or N</u>	<u>Questions</u>
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F. Review of reports of completion

<u>Name</u>	<u>Report</u>	<u>Approved</u>	<u>Y or N</u>	<u>Questions</u>
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One	9 semester units	Approved		
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G. Report of Sabbatical Completion

<u>Name</u>	<u>Sabbatical Report</u>	<u>Approved</u>	<u>Y or N</u>	<u>Questions</u>
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One	Spring 2016	Returned for revisions.		
		1. Revise proposals to include changes		
		2. Submit copy of materials as ready for publication.		

Next meetings: Feb. 21, 2017