

Community College of Southern Nevada

Professional Standards Committee Meeting Minutes - February 11, 2005

10 – 11:30 am

Charleston Campus
Building “A” Room 210 “T”

Call to Order: By Vice-Chair Contreras deFinch at 10:10 am.

Roll Call: The following persons were in attendance: Paul Billings, Susana Contreras deFinch, Joe Cracraft, Ginny Martin, , Caroline Bass, Richard Williams and Jean Wolff. A quorum was established.

Approval of Agenda: The agenda was approved as presented

Approval of Meeting Minutes: December 17, 2004 were approved as written.

Announcements:

1. The committee welcomed a new member; Richard Williams from International Languages. As new member, he brought snacks. Thank you, Richard

Unfinished Business:

- A. **Abbreviated Protocol:** Members reviewed and made further modifications. It was moved and seconded to adopt the protocol, pending correction of a few grammatical and punctuation errors. Motion carried. It will be posted on the website.
- B. The Administrative Assistant to the VP for Academic Affairs will make sure that each applicant is notified (by letter) of the action taken by the VP.

New Business:

- A. **Chair Resignation** – Chair Wolff has resigned as Chair. Her new position as Administrative Faculty precludes her ability to serve as Chair. She would like to continue to serve on the committee. Senate Chair Jones will be contacted to confirm this is possible.
- B. **Elect New Chair** – Susana Contreras deFinch was nominated as Chair. She indicated she would be willing to serve with some assistance. Jean Wolff agreed to assist Susana if this is allowed and not a conflict. This will be investigated. Election tabled until next meeting. Richard Williams suggested that two persons chair the committee acting in concert to direct the committee. Jean Wolff reminded a change in the Bylaws would be necessary.
- C. **Interpretation of Column 4 – B.S. + 60 credits** – Human Resources has received several requests from new hires (2004/05 contract period) to reconsider their salary column placement based on the Bachelor’s Degree plus 60 graduate credits. At time of hire, several were placed in 3rd column, yet they feel, based on BS+60 they should have been placed in the 4th column. HR has referred these cases to the PSC for recommendation.

D. New Applications

Applicant	Application Focus	Committee Action
One faculty member	<i>Begin MA degree program, UNLV</i> 30 credits plus thesis, anticipated completion 2008	RECOMMEND APPROVAL
One faculty member	<i>Begin PhD program, UNLV</i> 72 credits, anticipated completion 2010	RECOMMEND APPROVAL
One faculty member	<i>Request for reassignment to Column 4 based on BS plus 60 graduate credits at time of hire 7/1/04.</i>	RECOMMEND immediate placement into column 4 with retroactive pay from 7/1/04
One faculty member	<i>Credit Courses, UNLV</i> CIL 701 Foundation of Literacy 3 credits completion 12/04 EDW 740 Tech for Improv Human Perform 3 credits 5/05 EDW 714 Pol & Prac in Corp Train & Dev 3 credits 5/05 EDW 737 Train in Buss & Industry 3 credits 12/04	RECOMMEND APPROVAL
One faculty member	<i>Credit Course, UNLV</i> CIT 722 Microcomput Tech for Ed, 3 credits, complete 5/05	RECOMMEND APPROVAL

One faculty member	<i>Application to move to Column 5</i> with new 2005/06 contract based on completion of PhD in English, UNLV completed 12/04	RECOMMEND APPROVAL
One faculty member	<i>Begin EdD program, Nova Southeastern Univ</i> 145 credits, anticipated completion 6/07	RECOMMEND APPROVAL
One faculty member	<i>Application to move to Column 4</i> with new 2005/06 contract based on completion of 30 graduate credits post-masters degree.	RECOMMEND APPROVAL
One faculty member	<i>Begin PhD program at Capella University</i> 66 credits, anticipated completion 5/06	RECOMMEND APPROVAL Pending clarification of regional accreditation status
One faculty member	<i>Request for reassignment to Column 4 based on BS plus 60 graduate credits at time of hire 7/1/04.</i>	RECOMMEND immediate placement into column 4 with retroactive pay to 7/1/04
One faculty member	<i>Begin PhD program at California State University</i> 60 credits, anticipated completion 5/06	RECOMMEND APPROVAL
One faculty member	<i>Request for reassignment to Column 4 based on BS plus 60 graduate credits at time of hire 7/1/04.</i>	TABLED – committee requests additional information on Univ. course numbering system.

- E. Incentives for Salary advancement for non-tenure faculty** – Joe Cracraft will be meeting with President Carpenter to discuss providing salary incentives for non-tenure faculty to continue their education. He asked for the committee’s endorsement of the concept. It was moved and seconded to endorse the concept. Motion carried.
- F. More members for this committee** – Richard Williams expressed a need for additional members for this committee as several members will be rotating off soon. Diversification of the department representation is also desirable. Richard Williams will make suggestions to Senate Chair Jones.

Next Meetings: 2005
Friday; *March 11, April 15, May 13*
Time: 10-11:30 am,
Place: Charleston Campus, Building “A”, Room 210 “T”

Adjournment: 12:25 pm

Respectfully submitted,

Susana Contreras deFinch, Chair
Professional Standards Committee