

# Community College of Southern Nevada

## Professional Standards Committee

### Meeting Minutes - May 13, 2005

10 – 11:30 am

Charleston Campus

Building “A” Room 210 “T”

**Call to Order:** By Chair Contreras deFinch at 10:01 am.

**Roll Call:** The following persons were in attendance: Paul Billings, Susana Contreras deFinch, Christine Presson (proxy for Joe Cracraft) Valerie Smith, Richard Williams and Jean Wolff. A quorum was established.

**Approval of Agenda:** The agenda was approved as presented

**Approval of Meeting Minutes:** April 15, 2005 minutes were approved as written.

**Announcements:** none

**Unfinished Business:**

- A. Appeal of Credit Denial** – Faculty Senate Executive Committee has invited a faculty member to present application of appeal.
- B. Incentive Program for non-Tenure faculty** – Chair Contreras deFinch has requested information on numbers of faculty at CCSN and at UCCSN who are ‘market value’ contracts. No information yet.
- C. Receipt of verification of attendance** – A faculty member has modified her application for occupationally related coursework for one conference. She did not attend. Copies of course attendance forms were placed in her file and will be sent to HR.
- D. Reminder to ALL** – Chair Contreras deFinch sent an e-mail to all faculty reminding anyone who anticipates column movement as of 7/1/05 to contact PSC.
- E. CAPE programs** – Once a director of the CAPE program has hired a director, Chair Contreras deFinch will meet with director to describe the committee’s function and to encourage quality courses. PSC will consider accepting credit toward professional advancement.
- F. Applications for column movement and retroactive pay** – HR has indicated that two faculty members have been placed in column 4 with retroactive pay to July 1, 2004. After HR review of transcripts a third faculty member column movement was denied. Chair Contreras deFinch will contact HR to learn what the third faculty member still needs to move to column 4.

**New Business**

**A. New Applications**

Applicant	Application Focus	Committee Action
<b>FACULTY MEMBER</b>	<i>Credit Course</i> <i>UNLV</i> COM 733 First Amendment Theory                      3 credits Anticipated completion 5/05	RECOMMEND APPROVAL Pending transcripts
	Movement to column 4 on salary schedule	RECOMMEND APPROVAL Pending transcripts
<b>FACULTY MEMBER</b>	<i>Credit Courses</i> <i>UNLV</i> Nurs 710 Eval Strategies for Nursing Educators                      3 credits Nurs 709 Teaching & Learning in Nursing Education <span style="float: right;">3 credits</span>	RECOMMEND APPROVAL RECOMMEND APPROVAL
	Completed 12/2004	

- B. Consideration of new Chair for 2005/06** - Election will take place at September meeting. Susana Contreras deFinch will be on sabbatical, but willing to serve another term. Paul Billings will consider running for Co-Chair.
- C. Member for 2005/2006 Committee:** Members whose terms expire now are Bass, Helkaa, Martin, and Smith. The following persons who wish to remain on the committee for another 2 year term: Helkaa, Smith, Martin. Chair Contreras deFinch will contact Caroline Bass for decision. Joe Cracraft may resign (undecided) but looking for a replacement. Richard Williams knows of a French teacher who may want to serve. Chair Contreras deFinch will be in contact with new Senate Chair regarding committee appointment.

- D. Summer Coverage of Committee if requested by HR** – The following members will be available to meet if needed: Cracraft, Contreras deFinch, Smith, Billings (June only), Williams, Wolff. Chair Contreras deFinch will be the primary contact for HR.
- E. Thank you for serving** – Chair Contreras deFinch thanked all for serving this year. Members thanked Chair Contreras deFinch for stepping in mid term to fill vacant position.

**Next Meeting:** 2005/06  
Friday; *September 16, 2005*  
Time: 10-11:30 am,  
Place: Charleston Campus, Building “A”, Room 210 “T”

**Adjournment:** 10.40 am  
Respectfully submitted,

Susana Contreras deFinch, Chair  
Professional Standards Committee