

**College of Southern Nevada**  
**Professional Advancement Committee**  
**WEB Meeting Minutes – October 7, 2011**  
**10 – 11:30 am**

Charleston Campus Building “K” Room 108

**Call to Order:** By Chair Hardy at 10:10 am.

**Roll Call:** The following persons were in attendance: Jann Carson, Elyse Diamond, Sue Gordon, Susan Gregg, Deborah Harbour, David Hardy, David Hervey, Annie Mathew, JoAnn Pelaez-Fisher, Tina Petrie, John Pulver (via Wimba Classroom), John Scarborough, Gillian Silver-Rodis and Jean Wolff. A quorum was established. Vartouhi Asherian was in attendance to assist with internet connection to Wimba Classroom.

**Approval of Agenda:** The agenda was approved.

**Approval of Meeting Minutes:** September 16, 2011 minutes were approved as amended.

**Announcements:**

- A. The Committee meetings will be remotely accessible through Wimba Classroom. Jean and Jann gave a brief overview of its usage. Committee member John Pulver was attending this meeting via the internet. There were some audio issues that need to be worked out before other members will be invited to use the connection. Jann will rewrite the connection instructions before distributing to members.
- B. Committee member David Hervey asked a question on behalf of a colleague.  
QUESTION: A colleague has been granted release time to do some teaching outside CSN. Is it possible to take college credit courses during that release time and have them count toward CSN salary advancement?  
COMMITTEE RESPONSE: If the course is graduate level and relates to the person’s teaching position at CSN, it is irrelevant when the course is taken.

**Unfinished Business:**

- A. Chair Hardy has tried to contact Faculty Senate Chair Tracy Sherman to get more details regarding the change in the committee name and mission. As soon as he has more information, he will bring to the committee.
- B. Revisions to the PAC Procedures document – There was much discussion regarding the paragraph that was added to the procedures document in spring 2011. It read on page 4, PROGRAM CATEGORY ADVANCEMENT, 1. Degree Programs/Credit Courses, referring to explanation of Column 4:  
*“Credits applied toward column placement at the date of hire cannot be applied again toward subsequent salary column advancement; i.e. if hired at salary column 3 (master’s degree) the faculty member is no longer eligible for moving to column 4 based on bachelor’s degree plus 60 graduate credits.”*

It was moved and seconded to replace the existing paragraph with the following:

*“The Professional Advancement Committee will review applications for advancement based on the highest degree earned and if applicable any graduate credit earned outside the degree will be considered.”*

Discussion ensued.

It was moved and seconded to amend the motion to read:

*“As Human Resources establish salary compensation based on the highest degree earned, the Professional Advancement Committee will review applications for advancement based on the highest degree earned and if applicable any graduate credit earned outside the degree will be considered.”*

The vote was 8 for and 3 against to accept the amended motion. Motion carried.

Jean will enter the new wording into the committee procedures document.

**New Business**

