



**Sabbatical Leave Committee Regular Meeting
Monday, October 7, 2024 ~ 3:00pm – 5:00pm**

Hyflex – Room OC4612 and

**Via Zoom in accordance with AB2449: Information below
MiraCosta College, 1 Barnard Drive, Oceanside, CA 92056**

Zoom Meeting Link: <https://miracosta-edu.zoom.us/j/93142887826>

Meeting ID: 931 4288 7826

Find your local number: <https://miracosta-edu.zoom.us/u/adE4uiYtKX>

Join by Skype for Business: <https://miracosta-edu.zoom.us/skype/93142887826>

AGENDA

I. Call to Order

II. Remote Member Attendance

Description: *The Sabbatical Leave Committee will consider remote participation of members under the provisions of AB2449, if any.*

III. Roll Call

IV. Persons Wishing to Address the Committee

Members of the public shall have an opportunity to address the committee either before or during the committee's consideration of each item of business to be discussed at regular or special committee meetings, including closed session items. In addition, with limited exceptions, the committee will provide an opportunity at regular meetings to address the committee on any other item of interest which is within the subject matter jurisdiction of the Academic Senate. In order to efficiently manage the business of the committee, the committee chair may limit the amount of time allocated for public testimony for each individual speaker to three (3) minutes, and to limit the total time allocated on a particular issue to fifteen (15), unless waived by the committee (pursuant to Board Policy 2345). Decorum is to be expected by all members of the committee and public as outlined in Board Policy 2355.

V. Consent Calendar

A. Approval of the Meeting Minutes of March 1, 2024

VI. Sabbatical Leave Reports

Description: *The SLC will discuss sabbatical leave reports received from eight (8) faculty who have returned from their sabbatical leave during the Spring 2024 semester. A taskforce was assigned to review the documentation submitted with each report. The SLC will vote on sabbatical leave reports based on taskforce recommendations.*

VII. Sabbatical Leave Applications

Description: *the SLC will discuss sabbatical leave applications received from seventeen (17) faculty who plan to take their sabbatical leave during the 2025-2026 academic year. Committee members will be assigned to each applying faculty member.*

VIII. Sabbatical Leave Handbook

Description: *Each year the committee looks over the Sabbatical Leave Handbook and makes any appropriate and/or necessary revisions and changes to the SL Handbook.*

IX. Adjournment

An executive order issued on 3-18-20 by the Governor of California indicated that the requirements for having a physical space for meetings has been waived due to the Coronavirus (COVID-19). Meeting will be held remotely until further notice. The public may observe the meeting and offer public comment. A link for remote viewing or calling in is attached to the agenda. Therefore, Sabbatical Leave Committee (SLC) meetings will be held via Zoom. If you wish to attend the meeting and you have another disability requiring special accommodations, please notify the SLC Administrative Secretary at 760.795.6873 or 760.757.2121, extension 6873. The California Relay Service (CRS) is available by dialing 711, or 1-800-735-2929 or 1-800-735-2922.

In compliance with Government Code section 54957.5, nonexempt writings that are distributed to a majority or all of the MiraCosta Community College District SLC in advance of their meetings may be viewed at the Office of the Academic Senate President, One Barnard Drive, Oceanside, California, or by clicking on the SLC website at <http://www.miracosta.edu/instruction/slc/index.html>. Such writings will also be available at the SLC meeting. In addition, if you would like a copy of any record related to an item on the agenda, please contact Debby Adler, Administrative Assistant to the SLC Chair, at 760.795.6873 or by email at dadler@miracosta.edu.



UNOFFICIAL MINUTES

I. **Call to Order** – The meeting was called to order at 12:30pm.

II. **Remote Member Attendance**

Description: *The Sabbatical Leave Committee will consider remote participation of members under the provisions of AB2449, if any.*

No members of the committee requested remote participation under the provision of AB2449.

III. **Roll Call**

Members present: Trisha Hanada-Rogers, Pilar Hernandez, José Jara, John Kirwan, Luke Lambert, Gail Meinhold, Jennifer Paris, Dean Ramos

Members absent: Isabel Luengo

IV. **Persons Wishing to Address the Committee** – None.

V. **Consent Calendar**

A. **Approval of the Meeting Minutes of October 6, 2023**

The consent calendar was approved by unanimous consent.

VI. **Sabbatical Leave Reports**

Description: *The SLC will discuss sabbatical leave reports received from eight (8) faculty who have returned from their sabbatical leave during the Fall 2023 semester. A taskforce was assigned to review the documentation submitted with each report. The SLC will vote on sabbatical leave reports based on taskforce recommendations.*

Raymond Clark – This report was well written. There are some minor punctuation changes such as missing periods and capital letters. Debby Adler will make the changes.

It was also noted that on the report Google form, it reads, "...this is a only sample" and should read "... this is only a sample." Adler will make this change on the form.

Leigh Cotnoir (assigned to John Kirwan)

Object 1 part b lists all sources and can be paired down. It was noted that it is enough to say the means by which you did it and what your deliverables are. She could give a few examples and give the entire list as an addendum.

Zulema Diaz (assigned to John Kirwan)

Should clarify the means by which she accomplished objective #2. Referenced interviewing colleagues but was vague and could expand on this. The benefits section could use objective 2 section b. Could also expand on her contribution to the college/department. Her reflection can be moved to the end. Part IV, B. can use more explanation or predication, i.e., more context to explain the benefits.

Michelle Farnam (assigned to Pilar Hernandez)

There is a discrepancy with the hours. The total is 565.97 on the form but shows 576.52. The numbers need to be totaled correctly. Also needs to remove 10 hours for the reference sheet. To meet the minimum hours, add 10.5 hours in the documentation. She delineated what she accessed, publications, courses, but did she do the self-study? She should include the process for what she learned that she didn't know before. Redo part IV.A. to self-reflect what she got out of it and not what she will do going forward.

José Jara

Jara is on the committee and listened to suggestions from his colleagues for revisions. He needs a breakdown of hours for objectives 2 and 3 as he did for objective 1. Redo the objectives by copy and pasting from his proposal to the report as well as for the abstract. Elaborate on Part IV. A. and give more detail by giving examples. What did he learn/gain from this.

Thong Nguyen (assigned to Pilar Hernandez)

Minor changes to punctuation need to be made such as italicizing book titles instead of using quotations. His objective was not to learn how to make videos, but he will be asked to include how many videos he recorded and how he learned how to record them, explaining his new-found expertise. Will also be asked to describe what is in the workbook. Obj 3.b. expand this section by describing the videos and noting what is in them.

Leola Powers (assigned to Gail Meinhold)

This was a solid report and does not require any revisions.

John Turbeville (assigned to Dean Ramos)

He didn't answer the question of Part B and needs to change it from how is going to do it to how he did it for all the objectives by changing to the correct tense.

MSU (Jara / Kirwan) to approve the SL reports for Raymond Clark, Leigh Cotnoir, Zulema Diaz, Michelle Farnam, José Jara, Thong Nguyen, Leola Powers, and John Turbeville pending minor edits.

Edits to reports are due by March 15th.

VII. Sabbatical Leave Handbook

Description: *Each year the committee looks over the Sabbatical Leave Handbook and makes any appropriate and/or necessary revisions and changes to the SL Handbook.*

Minor changes to the handbook will be made by Debby Adler as discussed this past fall semester.

It was noted that a chair for SLC needs to be selected. It was agreed by unanimous consent that Pilar Hernandez and Jennifer Paris will co-chair the SLC for the next two years.

VIII. Adjournment – The meeting was adjourned at 1:50pm.