



**Sabbatical Leave Committee Regular Meeting**  
**Friday, October 6, 2023 ~ 11:30am – 1:30pm**  
**Hyflex Meeting – room OCT250 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 February 24, 2023**
- VI. Sabbatical Leave Reports**  
Description: *The SLC will discuss sabbatical leave reports received from five faculty who have returned from their sabbatical leaves during the Spring 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.*
- VII. Sabbatical Leave Applications**  
Description: *The committee will discuss seventeen (17) sabbatical leave applications received from faculty who plan to take their sabbatical leave during the 2024-2025 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](mailto:dadler@miracosta.edu).



## UNOFFICIAL MINUTES

- I. **Call to Order** – The meeting was called to order at 12: pm.
- II. **Remote Member Attendance**  
Description: *The Sabbatical Leave Committee (SLC) will consider remote participation of members under the provisions of AB2449, if any.*  
No one requested remote participation under the provisions of AB2449.
- III. **Roll Call**  
**Members present:** Karl Cleveland, Trisha Hanada-Rogers (co-chair), Pilar Hernandez, John Kirwan, Luke Lambert, Gail Meinhold (co-chair), Jennifer Paris
- IV. **Persons Wishing to Address the Committee** – None.
- V. **Consent Calendar**  
**A. Approval of the Meeting Minutes of October 7, 2022**  
**The consent calendar was approved by unanimous consent.**
- VI. **Sabbatical Leave Reports**  
Description: *The SLC will discuss sabbatical leave reports received from six faculty who have returned from their sabbatical leaves taken during the fall 2022 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.*  
Sam Arenivar - Documentation was approved. He did a great job on the report. No changes.  
Erica Duran – Hours will need to be documented and totaled on her spreadsheet, making sure that the minimum requirement is met.  
Matt Falker – Good documentation and report.  
Pierre Goueth – Good documentation and report.  
Jade Hidle – Good documentation and report.  
Rosa Viramontes – The taskforce reviewed her entire course. Good documentation and report.  
**MSU (Hernandez / Meinhold) to approve all sabbatical leave reports pending edits from Erica Duran.**  
Duran will be asked to provide the changes to her report by Monday March 6<sup>th</sup>.
- 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. A revision for employee travel while on sabbatical will be discussed and updated.*  
It was noted that employee travel while on sabbatical is not paid for by the district as indicated in AP7400. We are required to include this AP in the SL Handbook at this time. More discussion will take place regarding this issue.
- VIII. **Discussion / Information**  
**A. Terms of Service**  
Description: *The committee will discuss the length of the terms of service for the SLC chair/co-chairs.*  
The committees have been asked to discuss their terms of service. It has been recommended that a three-year term limit be suggested and to be able to reapply for another term.  
SLC is recommending co-chairs and elected yearly for a one-year term.  
**B. Program Review**  
Description: *Subcommittees of the Academic Senate (AS) are being asked to provide an annual report which can also be included as part of the AS program review.*  
A summary will be provided to AS by Gail Meinhold to be included for program review.  
The committee agreed to have Hanada-Rogers and Meinhold continue as co-chairs for a one-year extension.  
It was also suggested members commit for a two-year term.
- IX. **Adjournment** – The meeting adjourned at 1:06pm.