

**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of May 13, 2015**

ITEM TITLE: *Sabbatical approval, College of Alameda*

SPECIFIC BOARD ACTION REQUESTED:

Approval of Sabbatical for Diana Bajrami

ITEM SUMMARY: 1 SEMESTER (FALL 2014) LEAVE

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

According to the PFT Contract Colleges are not required to spend more than 33% of total PD budget on Sabbatical replacement cost. The District will cover the remaining cost.

COA: \$8,000

The PFT contract page 62 lines 32-37 states that 1/3 of hourly replacement costs of approved sabbatical leave comes out of the Professional Development budget. However, if the faculty member's classes are not offered during the sabbatical leave then there is **not** a replacement cost.

BACKGROUND/ANALYSIS:

PLEASE SEE ATTACHED APPLICATION FROM APPLICANT

Diana Bajrami ranked the highest of COA applicants. She was selected for one-semester sabbatical leave (Fall 2014)

The applicant successfully completed a two-step process outline in the PFT contract (http://pft1603.org/wp-content/uploads/2013/04/PFT_contract_07-09.pdf)

Scoring was based on the following criteria:

The plan of work relates significantly to the applicant's professional assignment: (15 points)

The plan of work will greatly enhance the applicant's background and improve professional competence: (15 points)

The plan of work will greatly benefit students: (15 points)

The plan of work will greatly benefit colleagues and/or department: (15 points)

The plan of work will greatly benefit the college: (15 points)

The plan of work shows evidence of innovation and creative approaches to the issue and concerns addressed: (15 points)

The plan of work is thorough and complete and definitely worth funding; (10 points)

The score range shall be a scale of 0 - 100 points. An applicant must achieve a minimum score of 80 to be placed in a pool of applicants to be considered for a sabbatical leave.

Applicants in the pool shall be ranked numerically in order of final score (highest first, lowers last). Seniority will be used as one of the factors in breaking a tie.

DELIVERABLES AND SCOPE OF WORK:

- (A) Research best practices utilized to eradicate the issue of digital divide in higher education and to ensure a high quality of DE courses comparable with face to face courses
- (B) Research open source technology that will reduce the financial cost of technology and increase access and digital literacy
- (C) Develop a series of focus groups with students and peers that will directly provide the needed qualitative data

that distance education is a good fit for our students and that the quality DE courses are the focus of ongoing institutional dialogue

(D) Begin a faculty development website entitled “Student Success in Distance Education Courses: Effective Intervention and Strategies that Increase Access to Technology and Improve Technology Efficiency and Student Success in DE courses” which will feature discipline-specific models of student success and student encouragement.

Through the completion of this sabbatical leave, I will:

- Obtain more advance knowledge on current challenges faced by student to access and complete distance education (hybrid and online economics courses offered at COA) and develop and propose strategies and interventions that reduce these barriers.
- Research best practices for increasing access to online and technologies enhanced courses for all students, especially for underrepresented communities in higher education and identify the best practices that will be a great fit for our students.
- Improve the quality of the economics DE courses, especially the ability to teach economics in a way that pays attention to students current barriers to accessing technology and to successfully completing online and hybrid courses
- Acquire the competencies required to assist other faculty seeking professional development in the area of increasing access for all students in distance education and developing strategies and interventions that will improve student success and completion in online courses at COA and at Peralta Community Colleges. Developing a Professional Development Website entitled “Student Success in Distance Education Courses: Effective Intervention and Strategies that Increase Access to Technology and Improve Technology Efficiency and Student Success in DE courses”

ANTICIPATED COMPLETION DATE: FALL 2014

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

Timeline of Activities/Tasks

Objective	Activities	Time Line
Research best practices utilized to eradicate the issue of digital divide in higher education and to ensure a high quality of DE courses comparable with face to face courses	Research	August – Sep. 15th
Research open source technology that will reduce the financial cost of technology and increase access and digital literacy	Research	Sep. 15- Sep. 30
Develop a series of focus groups with students and peers that will directly provide the needed qualitative data that distance education is a good fit for our	<ul style="list-style-type: none"> • Design interview questions • Design focus groups • Organize Focus groups with Alameda Promise Students 	October- November 15th

students and that the quality DE courses are the focus of ongoing institutional dialogue

and Economics students

- **Design and Organize Focus Groups with Faculty who teach DE courses**

Begin a faculty development website entitled “Student Success in Distance Education Courses: Effective Intervention and Strategies that Increase Access to Technology and Improve Technology Efficiency and Student Success in DE courses” which will feature discipline-specific models of student success and student encouragement.

- **Coordinate with the DE Coordinator to create a faculty development website that lists discipline specific best practices and models**
- **Prepare for a Professional Development Activity for January Flex Day to share my findings and my research**

**Nov. 15-
Dec. 12th**

OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):

YES _____ **NO** **X**

COMMENTS:

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? (VICE CHANCELLOR OF EDUCATIONAL SERVICES)

(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

DOCUMENT PREPARED BY:

Prepared by: Tamika M. Brown, District Staff Development Officer
[Enter Here - Your Name and Title of Individual]

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Dr. Eric Gravenberg, COA
[Enter Here - Name of College President, (if originating from a college) or Vice-Chancellor (if originating from the District)]

FINANCE DEPARTMENT REVIEW

Finance review required Finance review *not* required

If Finance review is required, determination is: Approved Not Approved

If not approved, please give reason: _____

Signature: Susan Rinne
Susan Rinne, Vice Chancellor for Finance and Administration

GENERAL COUNSEL (Legality and Format/adherence to Education Codes):

Legal review required for bond funds Legal review *not* required

If Legal review is required, determination is: Approved Not Approved

Signature: Thuy Thi Nguyen
Thuy Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda Not Approved, but Place on Agenda

Signature: José M. Ortiz
Dr. José M. Ortiz, Chancellor