

GROSSMONT-CUYAMACA COMMUNITY COLLEGE DISTRICT
Cuyamaca College

Application for Movement to the Rank of Professor

Date: 10-26-20

To: Academic Senate, Academic Rank Committee (ARC), Cuyamaca College

Applicant Mary Sessom Department: Business & Professional Studies

Movement of a **tenured** faculty member to the rank of Professor will be determined based upon the following:

1. At least six (6) years of full-time certificated service to the District, and
Please indicate years of full-time certificated service to the District 19
2. At least four criteria listed in Article IV, to include at least one criterion from each category A and B.

ARTICLE IV – Criteria

A. **PROFESSIONAL ACHIEVEMENT**

1. Demonstrate excellence in teaching, counseling or librarianship. This requires an “Excellence in Teaching” award (not nominations), and/or three evaluations of 4.75 or higher (as evidenced by evaluation summary sheet provided by the applicant). Please provide information and documentation.

2. Initiated and played a major role in the design and/or implementation of an educational program recognized by the ARC as a significant benefit to students; such as designing a new program, designing a new technological application (not the use of PowerPoint in classroom presentations), major involvement in the design of a facility, Title III grant. (Applicant must provide a narrative describing their role in this including key people with whom the applicant worked.) Please provide information and documentation.

- 1.) Faculty Tri-Coordinator of Guided Pathways, 2018-2019 – served as the initial instructional Coordinator to the Guided Pathways efforts currently in its second iteration.
- 2.) Served as Faculty advisor along with CIS coordinator, Greg (Diff) Differding, for the design and opening (2010) of the E Building, Business and Technology. Dean Madelaine Wolfe and Dale Switzer, GCCCD Architect, were the key folks on the design of this building.
- 3.) Author as a PT faculty of first ABA approval application and Team Site Visit (successful application!)

3. Made significant contributions to the community’s cultural enrichment through personal achievements in the performing, literary and/or visual arts. Must be sponsored by or recognized by a professional organization related to the area of discipline. (Applicant should provide a copy of the program.) Please provide information and documentation.

4. Authored or co-authored a refereed text or research article, or computer software in petitioner’s subject specialty recognized by the ARC as significant. This does not include the use of existing software for classroom presentation; i.e., PowerPoint. (Applicant needs to provide the name of the publisher, ISBN, and date of publication.) Please provide information and documentation.

- Made presentation at professional conferences or professional meetings (outside the district) recognized by the ARC as significant to petitioner's discipline. (Present documentation of sponsoring agency, date and location.) Please provide information and documentation.

- Obtained significant outside funding, grants, or equipment to enhance the college's teaching, research, and/or educational resources. (Applicant will provide cash amount or cash equivalent amount for equipment donations and explain how this was a significant contribution to the college.) Please provide information and documentation.

- Other professional achievement recognized by the ARC as at least equal in significance to any of the above. (Please explain why this should be equal to one of the above.) Please provide information and documentation.

I was the Program Director at the time the Paralegal Studies program was first approved by the [American Bar Association](#) in 2001. The effort started while I was adjunct faculty as I had been teaching in the program since its inception in 1992. The work for the ABA was a 2 year project.

- Possession of an earned doctorate from an accredited institution. Please provide information and documentation.

Thomas Jefferson, School of Law, J.D. (diploma given to Donna Hajj)

B. COLLEGE SERVICE

- Served at least four years as a department chair or coordinator. Please provide information and documentation.

2. Served at least four years as an active member of the Academic Senate (as evidenced by listing in the roll call recorded in the minutes or having served as an officer). Please provide information and documentation.

I have chaired the Business and Professional Studies Department since approximately 2008. I currently co-chair the department with Pat Newman. From 1997 to 2001. I served a coordinator for the Paralegal Studies program when it was a stand-alone department.

3. Served at least four years on one major committee or two years on two major college or district committees (e.g., General Education, Curriculum, Program Review, Learning Skills, Professional Development, Academic Master Plan, Instructional Technology Plan, Student Services Master Plan, Matriculation (now called Student Success Committee).

4. Chaired one of the above major committees for a period of at least two years.

I served 2 years as faculty co-chair of Instructional Council 2014 – 2016 (now ILAT), and 2 years as faculty co-chair of Workforce Development Committee 2007-08 & 2008-09 (no records prior to 2008 available.)

5. Other college service which the ARC deems to be at least equal in significance to any of the above, including major college or district committees not listed in number 3 -- e.g., Chair College Accreditation Committee (not subcommittee), club advisor for four years, etc.

I have served as club advisor for the Cuyamaca Association of Paralegal Students since its inception in 2003. <https://www.cuyamaca.edu/campus-life/clubs/caps/default.aspx>

I have served as Tenure Review Coordinator, 2018-2020

❖ *Return this form to the Academic Senate President or the Chair of the Academic Rank Committee.*

FOR COMMITTEE USE ONLY:

Confirmation of years of service for Professor status: Yes No Years of Full-Time Service _____
Criteria Met: Yes No

The applicant has satisfied the evaluation requirements stated in Article I.

Committee Approval:

Member 1: Yes No Signature: Kristin Zink Date: 10.26.30

Member 2: Yes No Signature: Robert Dutnall Date: 10.26.20

Member 3: Yes No Signature: Sam Turner Date: 10.26.20

Member 4: Yes No Signature: Gregory Daunoras Date: 10.26.20

Member 5: Yes No Signature: _____ Date: _____

Committee Approval: Yes No

Comments: She's also contributed to major committees on campus and taken a leadership role in Workforce Development for many years. I approve. Kristin Zink

I agree and also support Mary's advancement to Professor. Her application contains clear evidence that she meets the requirements for advancement. Robert Dutnall

With great pleasure I wholehearted support Mary's application. She was a outstanding colleague even in 2001 when I retired. Sam Turner

I agree and vote yes for Mary's application to be approved. Greg Daunoras

Mary's application is very strong as she has done much for our college. She designed and launched the Paralegal Studies program and then did a mountain of work to get it ABA accredited. This was done while also being the mayor of Lemon Grove. She has served our college and the community extremely well. I support her application. Donna Hajj



10.27.20

Chair, Academic Rank Committee

Date

Senate Approval (Signature)

Date

Routing: Academic Senate

College President

Governing Board

Catalog Notification