

Crafton Hills College
**Academic Senate Meeting
 Minutes**

Date: May 10th 2017 (3:00pm-5:00pm)

Next Meeting: May 17th 2017

Time: 3:00 – 5:00p.m.

Location: LRC 226

The primary function of the Academic Senate is to make recommendations with respect to academic and professional matters. Academic and Professional matters means the following policy development matters:

1. Curriculum, including establishing prerequisites.
2. Degree and certificate requirements.
3. Grading policies.
4. Educational program development.
5. Standards or policies regarding student preparation and success.
6. College governance structures, as related to faculty roles.
7. Faculty roles and involvement in accreditation processes.
8. Policies for faculty professional development activities.
9. Processes for program review.
10. Processes for institutional planning and budget development.
11. Other academic and professional matters as mutually agreed upon.

Consult Collegially means that the district governing board shall develop policies on academic and professional matters through either or both of the following:

- Rely primarily upon the advice and judgment of the academic senate, OR

The governing board, or its designees, and the academic senate shall reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.

Members – Roll Call by Sign in

<u>Sciences(10)</u> Denise Allen Jeff Cervantez Richard Hughes Julie McKee Patricia Menchaca Ernesto Rivera Jeff Schmidt	<u>Math, Eng, Art & Instr. Suprt (9)</u> Brandi Bailes Tom Bryant Catherine Hendrickson Mark McConnell Snezana Petrovic	<u>Career Ed & Human Dvlpmnt(6)</u> Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Gary Williams <u>Senators at Large</u> Susana DeLaPena James Grabow Patty Quach Sherri Wilson	<u>Student Services(5)</u> Robert McAtee Mariana Moreno Evan Sternard <u>Part-Time Reps (4)</u> Judy Cannon Yvonne Bastedo Dianne Purves
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Guests: Dr. Wei Zhou, Dr. Kathy Bakhit, Ben Gamboa, Jose Torres, Mike Strong, Nicole Sarmiento, In accordance with the Ralph M. Brown Act and SB 751, minutes of the Crafton Hills College Academic Senate will record the votes of all members as follows: (1) Members recorded as absent are non-voting; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members votes are understood as a vote in the majority.

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order	Meeting called to order at 3:10	
Statements from the public		
Administrative Report (5 min)		
CTA Report (2 nd mtg) (5 min) McLaren		
Classified Senate Report (1 st mtg)		
Student Senate Report (1 st mtg) Nicole Sarmiento		
Treasurer's Report (1st mtg)		
Senate Business		
AS President &/or President Elect Reports	17-19 election slate - request to approve Kashaunda Harris for the Student Services division. Would fill the division slate.	Motion: to accept Kashaunda Harris (Holbrook, Bailes, MSC)
Approval of 5.3.17 Minutes & Voting Record	Motion: to accept minutes and voting record (Bastedo, Purves MSC)	

Full Time Faculty Resolution	2 nd Reading – no comments other than to be sure the final draft has full-time faculty the same throughout.	Motion: to approve SP17.02 (Holbrook, Purves, MSC)
AS Committee Reports 1st meeting of the month (5 min): A. District Assembly (Jim) B. Chairs (Julie) C. Honors Steering (Judy) 2 nd meeting of the month: (5 min) D. Curriculum (Catherine) E. Basic Skills (Patty) F. Educational Policy (Rich) G. Educational Tech (Jeff) EPI (as needed - Robert)	NONE	
Old Business		
Budget Discussion	<p><i>Ideas, suggestions? What process shall we follow to address the anticipated deficit?</i></p> <p>Mike began the presentation (used a slide from PPT posted on AS website)</p> <p>?are you, Mr. Strong building awareness about how budget dollars within the entire district are spent. i.e. line items for food, chancellors line item 475,000 at \$10,000, break room food and resupply data – line item 47500 at \$4000, etc. ?are these costs necessary or could they be reallocated to Crafton to cover instructional costs.</p> <p>Comment from President Zhou: CHC is in a difficult position. We need to bring our budget into balance, we need to strive for greater enrollment and efficiency.</p> <p>?Which of these three benchmarks should we be moving forward with</p> <p>Comment: We should move in the direction of growth and the district should move in the direction of revising costs and focusing on reduction. There should be a recognized philosophy for growth as determined by the AS. For example, we should have classes that support another class or process e.g. anatomy and physiology support multiple programs.</p> <p>Comment: KVCR asked for 18 million in upgrades and funding for shows. This could fund our PAC renovation which would resulted in increased enrollments.</p> <p>VC Torres expressed his desire to invest the proceeds, and not fund facilities. This investment will be referred to as FCC money because it is not KVCR’s. College needs to determine baseline budget. It was suggested that due to economy of scale that CHC funding process should be discussed formally which includes the minimums we must have e.g. administration, m/o and other fixed costs. College</p>	

needs to concentrate on growth, evaluate time needed to grow, and to reduce the budgetary gaps.

VC Torres acknowledged the need and benefit of adding additional facilities at CHC: and indicated the district may consider going out for another bond.

Comment: Need a philosophy – expenditures should directly support students and instruction. Some times it is going to be **expensive and not all FTES are the same cost or have the same value to the students and communities we serve**. Need to look at a process to slowly build while still supporting the budget.

Comment: Growth is difficult as it comes with increased demands on instruction and the full-time faculty are currently overloaded. Only have one third of the faculty as Valley, yet we are still required to have the same number of faculty on shared governance committees, we are still required to complete the same number of reports, data, plans, etc. It is difficult if not, impossible to grow without adding additional full-time instructional faculty.

Comment: We have the disadvantage of being a small campus. Suggestion to review the Brain Trust report. Report addressed the potential financial short falls, and the need for a plan to address some of the issues. Need a whole district solution that benefits all of the communities we serve.

Comment: Asking faculty to take more and more students increases the workload for faculty – puts more of a burden on faculty who are already overloaded and may result in a decrease in success rates.

Comment: We have already, and are going to continue to lose our historical/institutional memory through retirements and as a result will have to piecement the work that has to be completed. Creates a working environment that is not effective.

Comment: Chairs need the time to have in depth conversations about planning. It is the classes that bring in the students and the money. Scheduling of classes may get easier with the additional space opening up once all of the renovations are complete.

Comment: Planning for community colleges is difficult because of the way the economy fluctuates and how the state does its apportionments.

	<p>Comment: Cutting programs is not good for our overall reputation in the community and with students. Social media means can increase bad impressions of Crafton and can spread a thousandfold.</p> <p>Comment: Decisions to cut programs should come to the Academic Senate for input and discussion. As the impact can have long term and widespread consequences.</p> <p>Comment: Productivity does not need to increase – the faculty are already doing outstanding work. However we doo need to hire additional full time faculty in order to increase efficiency.</p> <p>? Do we need to send a statement or a resolution from the body to the distict? Or is this discussion enough?</p> <p>Comment: Need to analyze our mandatory/fixed costs and decide if there is any way we can reduce costs. 90% of the current budget is in salary and benefits on 10% is operational and that is not much.</p> <p>Comment: Can we get a cost analysis of online vs. face to face classes. Maybe we need to push for more growth in DE to save costs.</p> <p>Comment: Important to be honest and direct with these conversations in order to find effective solutions.</p> <p>Comment: Support for increasing DE offerings. Evidence from other arts programs that this can increase enrollment significantly.</p> <p>Are there other revenue streams that we can pursue. Can't always be faculty need to work harder.</p> <p>Central office and elects need to revisit the college brain trust and must be honest about the higher level decisions that have contributed to the CHC deficit.</p> <p>VP Strong will bring back a draft plan on the 17th for the AS to review and provide input on.</p>	
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New Business		
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Announcements		
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CTA voting in the library.		
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Adjourn		
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Meeting adjourned at 5:00 pm.		
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Future Business		
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Future Agenda Items	<p>Strong Workforce Initiative – 1.7 mil</p> <p>Evening, weekend College and/or online degrees & certs (May 17th)</p> <p>MCHS (May 17th)</p> <p>Definition of a Program (Plenary)</p>	
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	Program Viability (summer revise) IEPI Targets (Keith) - (May 17 th) ACCJC Standard IB3 (Keith) - (May 17 th) Website Management and Maintenance Plan (Donna) Full time Faculty Prioritization (Plenary) International Baccalaureate (Counseling) AS Exec to present policy on Faculty Fund expenditures (Plenary) Program Sharing/highlights (plenary)
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Future APs and BPs - AP 7211
