

**Academic Senate Meeting
Agenda**

Next Meeting: March 22nd 2017

Time: 3:00 – 5:00p.m.

Location: TBD

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

<p><u>Sciences(10)</u> Denise Allen-Hoyt Jeff Cervantez Richard Hughes Julie McKee Patricia Menchaca Ernesto Rivera Jeff Schmidt</p>	<p><u>Math, Eng, Art & Instr. Suprt (9)</u> Brandi Bailes Tom Bryant Catherine Hendrickson Mark McConnell Snezana Petrovic</p>	<p><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</p>	<p><u>Student Services(5)</u> Robert McAtee Mariana Moreno Evan Sternard <u>Part-Time Reps (4)</u> Judy Cannon Yvonne Bastedo Dianne Purves</p>
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Guests: Jose Torres, Rebecca Warren Marlatt, Kathy Bakhit, Dr. Wei Zhou, Sherrie Loewen, Mark Snowwhite, Mike Strong, Ben Gamboa, Keith Wurtz, Nicole Semiento,

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	AS President Denise Allen called the meeting to order at 3:06 pm.	
Statements from the public	None	
Administrative Report (5 min)	President Wei Zhou presented. Putting together presentation for the Foundation. Lots of things happening at the college. Working on making Crafton a more comprehensive college.	
CTA Report (2 nd mtg) (5 min) McLaren		
Classified Senate Report (1st mtg)	Hosting the CA Community College Statewide Exec meeting next week. Planning classified professional's week.	
Student Senate Report (1st mtg) Nicole Sarmiento	Club Rush today. Submitting a resolution for general assembly this spring. High School senior day is Friday. Have around 1000 students coming. Second open forum. Will compile a list of concerns. Students not sure of process about addressing issues with an instructor. There is a grievance process/ladder. Page 25 of the student handbook.	Have VPI update list on website.

	Can be an issue with night students, don't always have access to Deans. Where is the chair information listed? Should be on the website, not always accurate.	
Treasurer's Report (1st mtg)	Balance of AS Account stands at \$1592.97.	
Senate Business		
AS President &/or President Elect Reports	Adhoc committee on NonCredit: Susanna DeLaPena, Tom Bryant, Snezana, Yvonne Bastedo Meeting on March 7th during college hour. SAVE THE DATE - March 31st 10-2 Noncredit program consultant. CCR 219.	
Senators	Have begun to work on Spring elections for 2017-2019 terms. Divisions will increase by one senator. Process will start soon.	
Pending Legislation	Shall the CHC senate support: SB769 introduced by Jerry Hill of the 13th Senate District- if approved will double the Bachelor's Degree pilot program. Could support, but recommend to request an amendment of the timeline of implementation. (Remove text on lines 17-19 as follows: A district baccalaureate degree pilot program established pursuant to this article shall commence no later than the 2017–18 academic year) Senate Bill on Teacher Credentialing - ? Are CSUs in favor? In early stages. If we go forward needs to be communication. Not clear about which teacher credentials. There are CTE teacher credentials as well.	Motion: to support but strike sentence on lines 17-19: That states the pilot must commence by the 2017–18 academic year). (Holbrook, Bastedo, MSC) Motion: To support senate bill on teacher credentialing. (McConnell, Holbrook, MSC)
Approval of 2.15.17 Minutes & Voting Record	Motion: To approve minutes and voting record (Purves, Bailes, 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)	A. DA does not meet unit the 7th B. Chairs did address primacy of non credit curriculum. Recommendation to support the continuation of the two Non-Instructional Dept Chairs (Counseling & Instructional Support) Ballots will go out to full time faculty. We have a flawed system in place. One speaker not in favor of keeping these positions. What would be the consequence of not having them? Would not have representation at the chair level. C. 2 events coming up. HTC student research conference. Have 7 students presenting. Then will start on planning the student research symposium on our campus. This symposium is not limited to honors students. Looking to grow. Looking to expand to online. Have submitted a proposal to include online courses. Feb: AP 7211	Motion: To keep the current non-instructional chairs and revisit, if needed, once union issues are resolved (Bailes, Hendrickson, MSC , 1 nay - Holbrook)
Old Business		

Workforce Readiness Program and Certificates	(update included below)	
Grant Updates (Keith)	<p>HSI grant opportunity - shall we submit a proposal? Process changed last year to be based on data and then done automatically. We did not qualify last year. Due April 24th. Need to see if we are eligible. Teacher prep and Transfer to 4 year are the two pathways.</p> <p>State \$150 million (potential) Guided Pathways – district will be putting together a task force. Similar to Strong Workforce in terms of ranking.</p>	Motion: to move forward and return to AS with a proposal (De La Pena, Bailes, MSC)
New Business		
Professional Development Plan and Funding	<p>First read - review and be ready to make comments at next meeting. PD will come to the next meet to discuss.</p> <p>Overall document is well done. Like the part about having continuous documentation of flex hours. Do not agree it needs 100% release time. A few oversteps. Discussion of pay for advancement, already a system in place.</p>	Will send out with a comment sheet.
Enrollment Management Issues		
Noncredit (update)	<p>Development of Noncredit courses and programs has begun - Chairs are working on a recommendation for course approval oversight. Adhoc committee is meeting on the 7th to discuss implementation issues. Noncredit workshop has been scheduled for March 31st from 10am-2pm. Workforce Readiness pilot program is moving forward.</p>	
International Students	Conversations are ongoing at the district	
MCHS	April 5 th AS agenda	
<p>Exploration of evening, weekend College and/or online degrees and certs (Pathways) (Denise, Robert, Kathy)</p> <p>WECO</p>	<p>This request has come forward from President Zhou.</p> <p>Is this something the AS would like to pursue? Shall we charge the chairs with this task? (Researching, developing and forwarding a recommendation to AS as to which programs of study (degrees/certs) may be best suited to offer as evening, weekend and/or online)</p> <p>Note: The DE plan includes the following objective: <u>Research and recommend additional online courses offerings with a focus on the GE, CSU, IGETC and/or niche degrees/certificates.</u></p> <p>Needs to be discussed at a high level since multiple levels, programs, offices, etc are impacted. Need broad input for this program to be effective. Need to continue to work on the other areas of enrollment management and strategies.</p>	Motion: To send to enrollment management committee to discuss, investigate and get input from businesses and faculty regarding this topic (DeLa Pena, Holbrook, MSC)
Dual Enrollment	Update of initial concurrent enrollment courses (dual enrollment) at the local high schools. Courses (and	Motion: to have enrollment management

	<p>total sections) offered in fall and spring at each HS site and related data.</p> <p>How have the dept chairs been involved in the decision making process?</p> <p>Is this something the AS would like to continue to pursue?</p> <p>Should we (CHC) develop a Dual Enrollment implementation (viability) plan? To address such issues as:</p> <ul style="list-style-type: none"> • What is our target audience? • What is the intended outcome? • What support is needed? • What are the CCAP (AB 288) requirements? • What are the impacts? • How do we build success? • What are the most appropriate courses and pathways? <p>If yes, who should be charged with this task? A great opportunity but there are many problems. It's a top down model that is not effective. Communication between the faculty and the school is lacking about which classes being offered, who will taking it and why. Also lacking in AV and tech support in the high school classroom.</p> <p>Are starting to relook at how the process is done. Want to make it an efficient and successful program. Will now be working with faculty at both levels. Also needs to be done with enrollment management. Need to address the legal issues. Discussion: need to create a glossary of terms, could discuss at in service, need to deal with the questions, add legal issues and a student enrollment pathway as well as course work expectation. Timeline? What do we do until the plan is done? Continue with current dual enrollment scheduling until a more effective plan is created.</p>	<p>develop an Dual enrollment implementation plan (McLaren, McConnell, MSC)</p> <p>Motion: to have an AS meeting on March 22 (Sternard, Bailes, MSC, 1- nay, Moreno)</p>
<p>Additional Enrollment Management issues - Whom shall we serve</p>	<p>Are we on the right track?</p> <p>Enrollment Growth</p> <p>Growth Targets</p> <p>Additional areas of Focus?</p>	
Announcements		
<p>UCR Irvine presentation, Reading Day – March 8th, Run through Redlands, this weekend. Art show in gallery now and in April.</p>		
Adjourn		
Future Business		
<p>Future Agenda Items</p>	<p>2017-2019 AS senate seats/elections</p> <p>Strong Workforce Initiative – 1.7 mil</p> <p>16 week classes</p> <p>9+1 Classified Senate (Continued from Feb 15th AS meeting)</p> <p>Review Student concerns forwarded from Student Senate</p> <p>AdHoc Registration Committee meeting</p>	

	ACCJC Standard IB3 (Keith) IEPI Targets (March 29th 2017) 24 Hour Drop for non-payments (April 5th 2017) Website Management and Maintenance Plan (Donna) Full time Faculty Prioritization (Year to Year) International Baccalaureate (Debbie) AS Exec to develop policy on Faculty Fund expenditures Program Sharing/highlights
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Future APS and BPS

February: AP 7211
