

Crafton Hills College

Academic Senate Minutes

Date: August 10th, 2017 (9am-3:30pm)

Next Meeting: August 16th 2017

Time: 3:00 – 5:00pm

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

SINS(11) (-6)	<u>Math, Eng, Art & Instr. Suprt (9)</u>	<u>Career Ed & Hmn Dvlpmnt(6)</u>	<u>Student Services(6)</u>
Denise Allen Jeff Cervantez Richard Hughes Julie McKee Jeff Schmidt*	Brandi Bailes Tom Bryant Catherine Hendrickson Mark McConnell Snezana Petrovic Patricia Menchaca Patty Quach Sherri Wilson Susana DeLaPena	Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Thomas Serrano Gary Williams <u>Senators at Large(+6)</u> Jonathan Anderson Laurie Green	Debbie Bogh James Grabow Kashaunda Harris Robert McAtee Evan Sternard Violetta Vasquez <u>Part-Time Reps</u> *Yvonne Bastedo

Guests: Mariana Moreno, James Johnson

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 9:17am.	
Statements from the public	none	
CTA Report (5 min) McLaren	Logo for the year is People, Parity and Pay. Focus for the upcoming year in negotiations includes: instructional/non instructional parity, lecture/lab parity, department chair, and salary and benefits as well as continuing with other topics not finished from last year. First luncheon will be Wednesday, August 16 th .	
Approval of 5.10.17 & 5.17.17 Minutes & Voting Record	Motion: to approve minutes and voting record for 5/10/17 (Holbrook, Bryant, MSC abstentions: Rey Bell, Violeta Vasquez, Debbie Bogh) <i>Discussion:</i> None	
Treasurer's Report	Guidelines for the use of the Faculty funds. Exec charged with identifying spending guidelines for the faculty fund. Exec created a list for consideration. <i>Discussion:</i> If approved, will be posted on website and published as guidelines.	Motion: to approve (Bogh, Bailes, Abstention: Holbrook)

AS President's Report	<p>Update on Summer Events:</p> <ul style="list-style-type: none"> • Update on New FT Hires • Canvas • Enrollment management workshops • Pathways workshop <p>The AS President clarified board misconceptions related to the diversity of CHC and course caps by following up with data at the June Board meeting. Encouraged all senators to attend board meetings to voice opinions during guest session. Need to work more with Valley faculty. Creates a solidarity between all faculty and across campuses.</p> <p>Worked at the district with hiring 2 HR positions. Also worked with Professional Development to hire the PD coordinator as well as Puente Project researcher.</p> <p>2 new interim deans – the hiring process was competitive and included faculty as part of the panel.</p> <p>Full time hires – Anthropology went through. Lost English, CTE, and Digital Media</p> <p>Did not hire one year temporary faculty to replace full timers who have been reassigned to dean positions or on sabbatical.</p> <p>Renovation to the PAC classrooms was only superficial. Need to have discipline faculty part of the sign off process for renovations.</p> <p>Denise Reported on the pathways workshop. She also presented information and motion from previous AS minutes relating to the enrollment management committee and their input on college pathways. The AS did not identify specific pathway classes but rather stated that the EMC should begin investigating which pathways might be good to start developing.</p> <p>Issue with the part time list going to board tonight. Disciplines are inaccurate for many of the faculty.</p>	<p>Add to future agenda: take direction/have discipline input in renovations that impact academic and professional matters</p> <p>Marianna Moreno will be added to the next AS agenda to be voted in as a senator at large. Part-time faculty will be sent a request to serve</p>
Administrative Report	<p>VPI and Deans - hiring status</p> <p>No one reported</p>	
Academic Senate Membership	<p>New members</p> <ul style="list-style-type: none"> • Need 4 additional senators 	
Open Meeting Law/Brown Act	<p>Brief overview/reminders</p> <p>Reviewed the guidelines established by the Brown Act</p> <p>Suggestion to create a procedural statement about how this senate will address the issue of recordings.</p>	
10+1	<p>Any area(s)/topic(s) we need to focus on this year (chart paper)</p> <p>Senators worked in groups to discuss and address each 10+1 statement. What do we need to focus on this year? In terms of the 10+1. Ideas and suggestions were transferred to</p>	

	chart paper and compiled and will be presented at the next AS meeting..	
Bylaws	Review/revision recommendations Groups looked over the Bylaws. Made suggestions for additions or changes.	
AS Committees	<p>Shall we establish a Noncredit Committee as a standing committee of the AS?</p> <p><i>Discussion:</i> will BSI become this? Entire colleges in CA that are noncredit. As a college, we are way behind in this area. Another committee that we have to staff. Would probably be the same faculty as are on BSI committee. Not sure who we could separate these two. Noncredit is bigger than just Math or English. We need to take ownership of this. Can we have various task forces to deal with specific areas? Noncredit is a very specific, formalized program. Need to address bigger issues such as grading, how we take attendance, how transcribed, intake? Need to have a strong committee to steer this unfamiliar ship. Focus of the college right now is very revenue based. They are going to put pressure on faculty to get programs going without putting support services and other process into place.</p> <p>Review/Revise membership and Charges</p> <p>Reviewed the charges for committees. AS committees are Brown Act committees. We need to be posting agendas and minutes. Forward agendas and minutes to historian.</p>	<p>Motion: Non credit be a new standing committee of the AS (Holbrook, De La Pena, MSC 1 abstention: Brink)</p>
Old Business		
ESL Viability Plan (Gary)	<p>Update on research projects</p> <p>Gary Williams continued his research with help from Susannah de la Pena and Liz Langenfeld. ESL programs have grown exponentially at other colleges in the last 10 years. Some of these students are very likely from our service area. ESL students are not identified in our environmental scan, so we are not getting any current information about how many there are in our area, where they are taking classes and how many.</p> <p>Have outlined a variety of factors that would need to be in place to have a successful ESL program. Will also need qualified and specialized instructional support.</p> <p>? Question: How many languages were identified? Not identified by language</p>	
Dual Enrollment (Patricia)	<p>Update on agreements and understandings</p> <p>Shall we create a standing committee of the AS for Dual Enrollment?</p> <p>Dual Enrollment – still an issue with faculty not being involved in the process. Still haven't seen the numbers of pass/fail rate.</p>	
CAP Update (Sherri)	<p>California Acceleration Project</p> <p>CAP - for Math and English. Rather than only having an AccuPlacer score would be based on high school courses and grades.</p> <p>Math will be checking with each discipline to see what math curriculum needs to be included in their classes.</p>	Needs to be a workshop

	AS needs to be clear this is faculty driven.	
Definition of a Program	<p>Definition from our Program Viability: “The term program as it relates to this review process includes all degree and certificate instructional programs, all instructional disciplines, and all departments or other campus units offering instruction. At the discretion of the local college, student service programs which include an instruction component may be considered using this process.”</p> <p>STEM program was shut down because it was not considered to be a program by admin. No clear definition of a program. Need to be careful in our definition. We have services that exist that support programs.</p>	
STEM Program	<p>Clarification of program. Who the program serves. Services provided, etc.</p> <p>Patricia Menchaca will develop the resolution.</p>	Motion: Draft a resolution that addresses the issues with the STEM program (Allen, De la Pena, MSC)
PPR Process	<p>Revision Recommendations? What is the process</p> <p><i>Discussion:</i> need to have a discussion related to concerns about plan design and uniqueness of each discipline/program</p>	Motion: add PPR process to AS agenda (Holbrook, Wilson, MSC)
New Business		
Future Business		
Future Agenda Items	<p>Program Viability (summer revise)</p> <p>MCHS (Aug 30th)</p> <p>Full time Faculty Prioritization (Sept)</p> <p>Common Assessment Initiative (Sept)</p> <p>Multiple Measures Project Update (fall)</p> <p>Registration and Web Advisor</p> <p>EPI (update in Sept 17)</p> <p>International Baccalaureate (Debbie B)</p>	
Announcements	Former student was fully at U of R	
Adjourn	AS President closed the meeting at 3:44 pm	
Future Business		