

Crafton Hills College Faculty Chairs Council Agenda

Date: March 2, 2018
Place: EAST 104 9:00AM

Next Meeting: March 30, 2018
Place: EAST 104 9:00AM

Chairs Council Charge:

Chairs Council is authorized by the Academic Senate to develop, participate in and recommend processes including, but not limited to, Chairs' training, flex calendar, scheduling and facilities use, dual enrollment and syllabi recommendations. The committee makes recommendations for the prioritization of faculty hires, enrollment strategies and reviews program viability documents and disseminates campus information to departmental faculty. As with all Academic Senate Committees, send agenda, documents, and minutes to the AS Historian to be posted for public access. Voting Members: Faculty Chairs, (1 vote per department) Non-voting Members: Vice President of Instruction and Instructional Deans.

Members:

Breanna Andrews/Rick Hogrefe
Jonathan Anderson/Ryan Bartlett
Jodi Hanley/**Sherri Wilson**
Debbie Bogh/Ernesto Rivera
Julie McKee/**Jeff Cervantes**
Michael Sheahan/Danny Rojas
Catherine Hendrickson
Colleen Hinds

Meridyth McLaren
Snezana Petrovic
Dan Sullivan
Sam Truong
Margaret Yau

Others Present:

Mike Strong
Robert Brown
William Van Muse
Dan Word
Mark McConnell
Miriam Saadeh
Others:
Violeta Vasquez
Daaood Fadel
Elizabeth Lopez

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order: 9:04AM	Wilson		
Approval of the minutes Feb 2 2018	Wilson	<p>Motion to approve minutes moved by C. Hendrickson, Seconded by M. McLaren</p> <p><i>Ayes:</i> B. Andrews, J. Anderson, R. Bartlett, S. Wilson, D. Bogh, E. Rivera, C. Hendrickson, C. Maloney-Hinds, M. McLaren, S. Petrovic, D. Sullivan, S. Truong, M. Yau</p> <p><i>Noes:</i> none</p>	<p>To remove Kathy B. from agenda and add Keith Wurtz as well to move his administrative report beginning of today's meeting.</p> <p>Moved by J. Anderson, Seconded by B. Andrews.</p>
Administrative report	<p>Wurtz</p> <p>Strong</p>	<p>Will be filling in as the V.P of Instruction while Mike Strong will take the lead V.P role. Is a learning transitional process.</p> <p>Doing the best we can with Research & Planning and trying to find an interim Dean to fill in.</p> <p>Agrees with K. Wurtz and facility move regarding TESS put on hold for the moment.</p>	

Academic senate (10 minutes)	McLaren/McKee	Decisions need to be made regarding caps and dual enrollment	
Information Items/ discussion:			
Guided pathways call for members	Wilson		
Guided Pathways discussion	Wurtz		
Zero cost text books	Saadeh Andrews Saadeh Wurtz	How are some courses considered "zero cost"? Based on instructors. Surveys are typically completed and instructors indicate what courses/sections. Can we add "zero cost" identification on course list and avoid to do both survey and adding on list? Add on drafts and can do this starting Spring 2019. It is a requirement to identify on schedule. Can possibly add a hyperlink directing students to those zero costs courses.	
Noncredit course identifiers numbering in curricUNet (any ideas for senate)	Wilson McLaren	Need a better way to identify. Will be bringing suggestions to Senate.	
Zero Textbook Cost Sections for Spring 2019	Saadeh		
Student Lingo and Go2knowledge	Vasquez Wurtz	Online workshops, online webinars and newsletters. Innovative learning for both students and faculty. Flyers and links available. Change the name and make link more accessible for students.	
NSF grant update			
Old business:			
Excel sheet to update course offerings	Wilson Rivera	Separate by discipline. If offering courses, commitment follow through since this will affect students ed plan. Need a "pre-sticky Friday" planning meeting Connecting Starfish to student's Educational plan.	
Registration ideas discussion update (5 minutes)	Hinds	Proposing a two-week hold for audits. Liability concerns if student gets hurt. Need to move these concerns to senate. Moved by J. Cervantez, seconded by J. Anderson.	
Program viability document update (in the senate website https://www.craftonhills.edu/faculty-and-staff/academic-senate/meetings/2018/2018/02-21/programinitiation_with_edits_s18.pdf)	Wilson	Suggestion that program viability and discontinued programs be divided into two documents. Send additional comments to Denise.	

New business:			
Reports:			
CTA (5 minutes)	McLaren	Department chairs duties being updated, including serving on curriculum.	
Scheduling updates (fall 18) 5 minutes	Saadeh/Wurtz	Friday, 3/9 last changes for Fall 2018, will be published without rooms, or pending staff.	
Statements from the public: This segment of the meeting is reserved for persons desiring to address the CHC Chairs Council on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and fifteen (15) minutes per topic shall be observed. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda. The CHC Chairs Council may briefly respond to statements made or questions posed, however, for further information, please contact the CHC Academic Senate President or chairs Council Chairperson for the item of discussion to be placed on a future agenda. (Brown Act §54954.2)			
Announcements:	D. Bogh	Announce to part timers that summer schedule is up and registration starts April 16 th .	
Future agenda items: --Faculty Chairs Training --Revising Faculty Chairs Handbook			
Adjournment: 10:38AM			
Mission Statement The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.	Vision Statement Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.	Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.	