

Crafton Hills College Faculty Chairs Council Unapproved minutes

Date: December 07, 2018
Place: CNTL-119 9:00AM-10:50
Next Meeting: January 18, 2019
Place: CNTL-119 9:00AM-10:50

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, reviews program viability documents, faculty chairs handbook, and disseminates campus information to departmental faculty.
 As with all Academic Senate Committees, the committee chair (or designee) will send agenda, documents, and minutes to the AS Historian or designee to be posted for public access.
 Voting Members: Faculty Chairs (1 vote per department). Non-voting Members: Vice President of Instruction and Instructional Deans. Meeting Days and Times: 1st and 3rd Friday at 9:00am. Term: Two years.

Members:

Breanna Andrews/Rick Hogrefe
Jonathan Anderson/Ryan Bartlett
Debbie Bogh/Ernesto Rivera
 Kathy Crow/Laurie Green
 Julie McKee/**Jeff Cervantes**
 Michael Sheahan/Danny Rojas
Sherri Wilson/ Danielle McCoy

Denise Allen
Tom Bryant
 Kenny George
Catherine Hendrickson
Colleen Hinds
Meridyth McLaren
Sam Truong

Others Present:

Kelli Dower
 Mark McConnell
William Van Muse
Miriam Saadeh
 Mike Strong
Dan Word
Keith Wurtz
Elizabeth Lopez

Guests: Kristina Heilgeist

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order 9:05AM	Andrews		
Approval of the minutes	Andrews	Motion to approve minutes moved by C. Maloney-Hinds, Seconded by S. Truong AYES: Breanna Andrews Jonathan Anderson Debbie Bogh/Ernesto Rivera Jeff Cervantes Sherri Wilson Denise Allen Tom Bryant Catherine Hendrickson Colleen Hinds Meridyth McLaren Sam Truong NOES: none ABSENT: Danielle McCoy	
Information, Discussion, and Business			
1. EIS/Informer Practice (15 min)	Wurtz	EIS Informer is a tool that can be very helpful when looking at data. It is not a requirement for you to use but it can be very helpful. Contact the research office if you are having any difficulties.	

2. New Student Ed Plan Demo.	Rivera and Heilgeist	<p>Starfish tool presentation on how it can assist in creating student educational plans.</p> <p>Live from Ellucian Colleague, which means that in order for Pathways to work, Starfish needs to be accurate in conjunction with course building.</p> <p>Some key features include using this to register directly from EdPlan and no more manual petitions.</p>	
3. Confirmation of scheduling dates – SU19 and FA19	<p>Wurtz and Saadeh</p> <p>Andrews</p> <p>Wilson</p> <p>Andrews</p>	<p>Summer 2020 draft is completed. Miriam will be leaving SBCCD end of April 2019 and training Elizabeth Lopez in the Spring. We are considering training into these timelines but can be adjustable.</p> <p>Colleen will post Sticky Friday online.</p> <p>Question of accurate section numbers for scheduling blocks</p> <p>Will send out accurate section numbers grid to all.</p>	(*Scheduling Calendar Timeline sheet passed to all--- Overview of deadlines discussed)
4. FT Hiring prioritization Criteria (ordering)	Andrews	<p>Moved to Spring 2019 agenda with criteria prioritization.</p> <p>All in agreement</p>	Tabled for Spring
Standing Reports			
5. VPI Report	Wurtz	Would like to post Program Level Outcomes (PLO) Some were not attached to degrees or certificates and will need a statement of the specific outcomes of that degree program.	Email or let Keith know in person.
6. Deans Report	Deans	None	
7. Academic Senate Report	Exec. Board	<p>CCAP Agreement:</p> <p>Dual enrollment offered after k-12 school days.</p> <p>Only to High School students that meet minimum qualifications.</p> <p>Teachers must meet minimum qualifications as a k-12 credentialed teacher and college instructor qualifications</p>	Need feedback from chairs by January 11

8. CTA	McLaren	Oracle issues where faculty are being instructed to log in to create their own advances. This needs to be figured out Professional Development hours confusion	
9. Non-Credit Report	Allen	1 unit course = 17 hrs Non Credit 15 unit = Full load at 255 hours # of hours /255 = Load	
Wrap Up			
Future Agenda Items (think for Spring)	Andrews	-- Faculty Chairs Training (1 st mtg of fall sem.) -- Jan 18 th Pre-scheduled meeting -- CCAP agreement, Dual Enrollment -- Website updates- Dept. Chairs information needs to be updated	
Announcements			
Adjournment 11:05AM			
<p align="center">Mission Statement</p> <p>The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	<p align="center">Vision Statement</p> <p>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.</p>	<p align="center">Institutional Values</p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>	