

Crafton Hills College Faculty Chairs Council Unapproved Minutes

Date: March 01, 2019
Place: CNTL-119 9:00AM-10:50
Next Meeting: April 5, 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
Frank Madrid

Others Present:

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

Guests:

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order : 9:02AM	Andrews		
Approval of the minutes (1/18/19 and 2/1/19)	Andrews	Motion to approve minutes 1/18/2019 and 2/1/2019 moved by D. Rojas, Seconded by J. Cervantes AYES: B. Andrews, R. Hogrefe, R. Bartlett, D. Bogh, J. McKee, J. Cervantes, D. Rojas, S. Wilson, D. McCoy, Allen, T. Bryant, K. George, C. Hendrickson, Sam Truong, Frank Madrid NOES: none	
Information, Discussion, and Business			
1. EIS/Informer Practice (15 min)	Wurtz	none	
2. Review of draft six-year assessment schedule approved by AS	Wurtz	Standard 1B6: Assessing courses on a 6-year cycle. Six-year assessment schedule, student level assessment every 2 years.	
3. Pathway Scheduling (STEM sample)	Wilson and Rivera	Tabled for next meeting	
4. Review Chairs Manual and Update of Chair Nomination form	Wilson and McKee	Contract guidelines reviews.	

		Scheduler aware that certain rooms are designated for certain disciplines only. Example: PAC reserved strictly for theatre classes	
5. Honors Program	Cannon/Bogh	Four year program review updates Notify Judy Cannon of any faculty changes pertaining to Honor courses. Honors DE: Many discussions against Honors DE, but conversations towards the DE structure are happening. For students, 9 out of the 15 honor units must take place face-to-face course.	
6. Scheduling blocks and concerns by 5-unit classes	Andrews/ Schmidt Wilson, S.	Some courses have been negatively affected with low enrollment due to the "10 block" schedule. For example, Spanish classes that are starting at 7:30am. Possible to move 7:30 to 8:00am instead? Math faculty would also like to have this change Is open to improving time blocks/ scheduling. Would be willing to offering time block systems, such as MWF and Saturday as well.	Added to following agenda for 45 minute block: Strategically offering classes for Fall 2020 planning
7. Crafton GE pattern	Bogh S. Wilson	Presented at Academic Senate and asked to present at Chairs Council to receive feedback. <ul style="list-style-type: none"> See CHC General Education handout Proposal to look at GE pattern; consider STEM, CTE majors where the GE pattern can affect students. Motion moved by S. Wilson to plan an AA GE requirement at 18-20 units	Added to next agenda
Standing Reports			
8. VPI Report	Wurtz	PLO's in Catalog handout 1 ½ % growth of FTEF: Goal by department and division Grow 5% in sections for this summer Program review: People working on SLO's, some to be rolled over, others have not submitted 2 year plans yet.	
9. Deans Report	Deans		
10. Academic Senate Report	Exec. Board	The Promise Program in review Need nominations for classified of the year	
11. CTA	McLaren		
12. Non-Credit Report	Allen		
Wrap Up			
Future Agenda Items		-- Faculty Chairs Training (1 st mtg of fall sem.)	
Announcements		Next Meeting April 8 th 2019	

Adjournment : 10:55AM

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.