

Crafton Hills College Faculty Chairs Council Minutes

Date: April 19, 2019
Place: CNTL-119 9:00AM-10:50
Next Meeting: May 03, 2019
 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**
 _____ Julie McKee/Jeff Cervantes
 _____ Michael Sheahan/Danny Rojas
 _____ **Sherri Wilson**/ Danielle McCoy

_____ Denise Allen
 _____ **Tom Bryant**
 _____ Laurie Green
 _____ 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: Frank Madrid

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Andrews	Meeting called to order at 9:08 AM	
Approval of the minutes	Andrews	Breanna: No minutes were provided, could not approve	

Information, Discussion, and Business

<p>1. Pathway Scheduling with Course Conflict Data (STEM sample)</p>	<p>Wilson, Rivera, and Wurtz</p>	<p>Handout: Schedule of conflicting (overlapping) courses since Fall 2018</p> <p>Strategies for developing course pathways from the STEM sample which has been every effective for minimizing course conflict.</p> <p>Proposed to require faculty chairs to complete a pathway scheduling plan by some fixed date.</p> <p>Objective: Pathway scheduling is effective if: (1) Students can build a plan four semesters out with the scheduling information and (2) if a discipline-based schedule can be built given an education plan</p> <p>Remarks:</p> <ul style="list-style-type: none"> • Majors (by themselves) are not appropriate to create a schedule • Isn't it possible to simply offer more courses regardless of enrollment (since it only takes 9 students to break even)? • An effective plan <i>necessitates</i> marketing. 	
<p>2. Block Talk for the (potential) new schedule 2020-2021 academic year and beyond</p>	<p>Wurtz</p>	<ul style="list-style-type: none"> • Attempted to define a new "block schedules" for <i>both</i> the 16-week and 17-week tentative calendar schedules. • Confusion regarding the "current" block schedule as well as the time requirements for 3, 4, or 5-unit classes in both the 16-week/17-week calendar variants. (i.e. 3-unit course for 16 weeks requires 2 hours as opposed to 1 hour and 45 minutes for 17 weeks. <i>All provided times were approximations</i> 	

		<ul style="list-style-type: none"> Chairs should not be asked to create both a 16 week and 17-week block schedule. 	
Standing Reports			
3. VPI Report	Wurtz	NONE	
4. Deans Report	Deans	NONE	
5. Academic Senate Report	Exec. Board	Key Points <ul style="list-style-type: none"> The chancellor was present at the Academic Senate meeting Kristen presented a Student Equity Plan 	
6. CTA	McLaren	Do not forget to vote on April 19 th 2019 to practice for voting and calendar and new wage negotiations.	
7. Non-Credit Report	Allen	NONE	
Wrap Up			
Future Agenda Items		<ul style="list-style-type: none"> Pathway scheduling once more direction is given Potential meeting on May 3rd (one meeting left) New chairs (if known) are invited to attend (send new chairs to Breanna or invite them yourself) 	
Announcements		<ul style="list-style-type: none"> Nick: Send potential tutors to Nick at the Tutoring Center Tom: May 3rd/4th (Friday, Saturday) American Idiot production Colleen: Herbivore festival Sunday April 20th from 11:00 – 5:00 Merriam: Elizabeth Lopez is handling <i>all</i> Summer 2020 scheduling; therefore, send all scheduling information for Summer 2020 to Elizabeth. Also, the deadline for Summer 2020 has been pushed back. ???: Student representative dinner next Friday night which has been poorly attended by Faculty in the past. Faculty which nominate students are highly encouraged to attend. 	
Adjournment		Meeting adjourned at 10:32	
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.	