

# Crafton Hills College Faculty Chairs Council Minutes

**Date:** December 06, 2019  
**Place:** CCR-219 9:00AM-10:50  
**Next Meeting:** January 17, 2020  
 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:

X ___ Breanna Andrews/Rick Hogrefe	___ X ___ Renee Azenaro
X ___ Jonathan Anderson/Ryan Bartlett	___ X ___ Laurie Green
X ___ Brandi Bailes/Danielle McCoy	___ X ___ Kenny George
X ___ Jeff Cervantes/Julie McKee	___ X ___ Krista Ivy
___ Danny Rojas/Michael Sheahan	___ X ___ Colleen Hinds
X ___ Jimmy Grabow/Ernesto Rivera	___ X ___ Frank Madrid
	___ X ___ Meridyth McLaren
	___ X ___ Sam Truong

## Others Present:

___ Elizabeth Lopez
___ Mark McConnell
___ X ___ William Van Muse
___ Heather Rodriguez
___ Mike Strong
___ X ___ Dan Word
___ X ___ Keith Wurtz
___ June Yamamoto
___ X ___ Gio Sosa
___ X ___ Michelle Riggs

## Guests: Gio Sosa

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Andrews	9:04AM	
Approval of the minutes	Andrews	Minutes approved as written.	E. Rivera motioned and C. Maloney-Hinds seconded  Abstain: K. Ivy

## Information, Discussion, and Business

1. Department Meetings Minutes	Truong	Departmental meetings need to be posted somewhere. No need to make public. Send to the Dean of the department and cc the Admin Sec.	
2. Sample of Course Matrix based on Days/Times/Formats	George		
3. Institutional Assessment Plan	Sosa	Gio reviewed and will update before taking it to Senate for approval. Committee approves.	E. Rivera motioned and M. McLaren seconded.  Abstain: R. Hogrefe, F. Madrid, R. Azenaro
4. In-Dignity	Riggs	Michelle will put something together and Keith will send it out to Faculty.	

## Standing Reports

5. Accreditation Standard (20 mins) - <a href="#">Standards IC9, IIA2, IIA6, and IIA7 have been reviewed for input. Now need to review draft.</a>	Wurtz	<a href="#">Review IC9</a>  For next time send IIA2, IIA6, and IIA7 to chairs so chairs can review ahead of time.	Changes were made.
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6. VPI Report	Wurtz	Reviewing course dog with TESS and SBVC VPI on Monday.  Took a dip in enrollments during power outage. Working with Michelle to increase marketing efforts. ILO/Geo are posted on the web.  Pathways Faculty Leads are Sabrina Jimenez, Kenny George, Shella Scott and Josh Robles.	
7. Deans Report	Deans		
8. Academic Senate Report	Exec. Board		
9. CTA	McLaren	New podcast with the VP of Valley. Podcast won a Statewide award. New grievance rep. for spring.	
<b>Wrap Up</b>			
<b>Future Agenda Items</b>		-- Faculty Chairs Training (first mtg of fall sem.) -- Budget Review (first meeting in February) -- FT hiring prioritization for Fall 2021 (Feb.) -- Review Chairs Manual (first meeting in March) -- Chair of Chairs voting (first meeting in April)	
<b>Announcements</b>		Renee- the Arts department will be participating in the Yucaipa and Redlands Christmas Parade.  Keith- Faculty Chair Handbook is available online, Keith will email a copy of it to Faculty.  Dan- EMT graduation December 18, 2019 and Fire Academy graduation Saturday at 10AM.	
<b>Adjournment</b>		10:13AM	
<b>Mission Statement</b> The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.	<b>Vision Statement</b> 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.	<b>Institutional Values</b> Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.	

**I.C.9. Faculty distinguish between personal conviction and professionally accepted views in a discipline. They present data and information fairly and objectively.**

**Description**

The college's Academic Freedom policy ([Ev. #](#)) offers a framework for faculty to distinguish between personal conviction and professionally accepted views within a discipline. The policy requires that faculty protect students' right to freedom of inquiry even when students' conclusions diverge from those held by faculty (BP 4030, Section C). The evaluation process addresses this matter by virtue of the criteria by which faculty are evaluated, namely as it relates to the effectiveness of communication, as described on page 33, 34, and 37 of the bargaining agreement ([Ev. #](#)). As part of the evaluation process, faculty receive regular student feedback on a myriad of item, including with respect to the instructor's ability to remain open to diverging viewpoints ([Ev. #](#)). It is in the context of this process that any existing prejudice and subjective viewpoints may be identified and resolved accordingly. Additionally, our English faculty have taken part in professional learning opportunities that offered them additional experience in negotiating their personal views in aligning their pedagogical approaches with discipline-standards, including Assembly Bill (AB) 705 activities tied to corequisite instruction and syllabus building ([Ev. #](#)). In fact, our math faculty, who have taken part in similar professional learning activities, include a section on student-centered instruction in their syllabi – an approach that

reflects a teacher-guided-discovery process that emphasizes collaborative work and shifts the focus of activity from the instructor to the student ([Ev. #](#)).