

Crafton Hills College Faculty Chairs Council Agenda

Date: May 1, 2020
Place: CCR-233 9:00AM-10:50
Next Meeting: May 15, 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 _____ Jonathan Anderson/Ryan Bartlett
 XX _____ Brandi Bailes/Danielle McCoy
 X _____ Jeff Cervantes/Julie McKee
 _____ Danny Rojas/Michael Sheahan
 XX _____ Jimmy Grabow/Ernesto Rivera

X _____ Renee Azenaro
 X _____ Laurie Green
 X _____ Kenny George
 X _____ Krista Ivy
 X _____ Colleen Hinds
 X _____ Frank Madrid
 X _____ Meridyth McLaren
 X _____ Sam Truong

Others Present:

_____ Kirsten Colvey
 _____ Elizabeth Lopez
 X _____ William Van Muse
 X _____ Delmy Spencer
 X _____ Christina Sweeting
 _____ Kay Weiss
 X _____ Dan Word
 X _____ Keith Wurtz
 _____ Souts Xayaphanthang

Guests: Debbie Bogh

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Andrews	9:03am	
Approval of the minutes	Andrews	Minutes approved	C. Hinds m to approve. Second from Brandi Minutes approved
Follow Ups	Andrews	<ul style="list-style-type: none"> - Courses identified to add blanket addendum to CORs (SharePoint) - Status update of DE vs. Remote teaching document (Bailes) - Keith will go through and compile all the courses offered for summer and fall and will prioritize them and submit them to Kim and Gwen - Brandi Bailes reported that the document comparing remote education to online distance education is on the agenda for Academic Senate on Wednesday 5/6/20. - Brandi would like to see it passed as a formal resolution to adopt the policy 	B. Andrews motioned a chairs recommendation to move forward with the Senate just supporting document so we can expedite this process and get it in place for summer and fall; Second by C. Hinds B. Bailes request to vote the motion down

			<p>All in favor of motion on the table-</p> <p>Approve: 0 Oppose: 12 Abstain: 0</p> <p>-Document will be brought to senate for a resolution.</p>
Information, Discussion, and Business			
1. Update and request for recommendation of new GE pattern	Bogh	<p>-All courses are in and ready to go</p> <p>-Need approval from Chairs Council in order to forward to Academic Senate</p> <p>-Recommendation approved</p>	<p>B. Bailes motioned to approve. second by L. Green</p> <p>Recommendation Approved</p>
2. Technology Standard	Wurtz	<p>-Kevin asked to develop a technology standard to help students when we go remote</p> <p>-Two general standards:</p> <ul style="list-style-type: none"> • First standard would apply to most courses that need a computer; Wi-Fi, camera and microphone • Other standard is more specific to CIS/CS courses, technology that we may not be aware of <p>-Please send Keith a list of things you need for your students and disciplines</p> <p>-Please provide the lists within 2 weeks from now</p> <p>-Keith will work on developing something and will update Chairs</p>	
3. Committee Self Evaluation	Andrews	Committee self-eval filled out; link set via Zoom chat	
4. Pre-Requisites		<p>-The prerequisite challenge process has changed because we are remote.</p> <p>-Not applicable to CTE since they have accreditation standards and own process and Counseling Dept is aware of this</p> <p>-Issue with credit by exam -</p> <p>-Frank suggested asking to create a Canvas Shell to support these students. Keith will follow up and ask Rhiannon and Cynthia.</p>	
Standing Reports			
5. VPI Report	Wurtz	VPI Report	

		<p>Covid-19 Update</p> <ul style="list-style-type: none"> -Doing a Professional Development plan for summer and fall -Cynthia and Suzanne will offer Intro and Accessibility course -Cynthia is available for 20 hrs. week over summer -Plan on Fall 2020 being remote, final decision will be made by May 15 <p>Enrollment update:</p> <ul style="list-style-type: none"> -Enrollment higher than we were last summer -For FALL 2020 we are higher than we were last FALL 2019 and parallel to two years ago -Typically, enrollment goes up during a recession <p>-Student senate asked to meet about a resolution they passed requesting that instructors not give a student a lower grade less than what they had prior to COVID-19, however that is an instructor choice. Instructors are being accommodating, they have pass/no pass options or EW options they have</p> <p>Accreditation-</p> <ul style="list-style-type: none"> -Yesterday was the last day for input on ISER -Mark is doing final edits, will be done finalized and submitted to senate for final read -Faculty chair voting is done, results done by next week <p>-Congratulations to Breanna who will be Chair of Chairs next year</p> <p>-Chairs Council to meet on the 15th with the purpose of figuring out course offerings</p> <p>-Meeting times for synchronous learning will remain, students are still expected to be available during this time</p>	
6. Deans Report	Deans	<p>Muse-</p> <p>Reminder to everyone and colleagues to maintain student-to -student and student-to-instructor interaction</p> <p>-If you need assistance with students not attending your remote courses, please reach out for help.</p> <p>-Please remind your colleagues about the need for planning remotely and being able to switch to face-to-face sometime in the future</p> <p>-It is critical to be able to switch over to different learning modes.</p>	

		Word- thank you for continued work, nothing else to add	
7. Academic Senate Report	Exec. Board	<p>McLaren-</p> <ul style="list-style-type: none"> -Letters of nomination will be posted on Academic Senate website -Academic Senate last meeting is on Wednesday, resolution will be moved forward -McKee- asked to fill out the self eval so we can get feedback for senate -Asked Ernesto to be President Elect -Artour put limits on how many times you can vote for Professor of the Year 	
8. CTA	McLaren	<ul style="list-style-type: none"> -Officer of elections for union board Ballots went out, limited to only members -Emails sent out, please complete -DE training is being completed -Having an in-service day planning meeting -Negotiations continuing; will move everything on to Fall 	
Wrap Up			
Future Agenda Items		<ul style="list-style-type: none"> -- 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) -- Next meeting is Covid update and Fall Updates -- Any additions, please send Breanna an email 	
Announcements		<ul style="list-style-type: none"> -Krista Ivy, shared that the deadline for One Book One College is today, please submit book ideas -Renee Azenaro, shared a student virtual exhibition, she will send information for everyone to check out 	
Adjournment		9:53am	
<p style="text-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 style="text-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 style="text-align: center;">Institutional Values</p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>