

Crafton Hills College Faculty Chairs Council Minutes

Date: September 4, 2020
Place: Zoom 9:00AM-10:50
Next Meeting: Sept. 18, 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:

<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Renee	<input type="checkbox"/> <input checked="" type="checkbox"/> Jonathan Anderson
Azenaro/Mark McConnell	<input type="checkbox"/> <input checked="" type="checkbox"/> Breanna Andrews
<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Brandi	<input type="checkbox"/> <input checked="" type="checkbox"/> Laurie Green
Bailes/Danielle McCoy	<input type="checkbox"/> <input checked="" type="checkbox"/> Kenny George
<input type="checkbox"/> <input checked="" type="checkbox"/> Jeff	<input type="checkbox"/> <input checked="" type="checkbox"/> Krista Ivy
Cervantes/Julie McKee	<input type="checkbox"/> <input checked="" type="checkbox"/> Colleen Hinds
<input type="checkbox"/> <input checked="" type="checkbox"/> Danny	<input type="checkbox"/> <input checked="" type="checkbox"/> Meridyth McLaren
Rojas/Michael Sheahan	<input type="checkbox"/> <input checked="" type="checkbox"/> Sam Truong
<input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Jimmy	
Grabow/Ernesto Rivera	

Others Present:

<input type="checkbox"/> <input checked="" type="checkbox"/> Kirsten Colvey
<input type="checkbox"/> <input checked="" type="checkbox"/> Elizabeth Lopez
<input type="checkbox"/> <input checked="" type="checkbox"/> William Van Muse
<input type="checkbox"/> <input checked="" type="checkbox"/> Delmy Spencer
<input type="checkbox"/> <input checked="" type="checkbox"/> Christina Sweeting
<input type="checkbox"/> <input checked="" type="checkbox"/> Kay Weiss
<input type="checkbox"/> <input checked="" type="checkbox"/> Dan Word
<input type="checkbox"/> <input checked="" type="checkbox"/> Keith Wurtz
<input type="checkbox"/> <input checked="" type="checkbox"/> Souts Xayaphanthang

Guests: Kristina Heilgeist

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Andrews	Called to order at 9:05.	This meeting was called to order at 9:05am
Approval of the minutes	Andrews	Committee approved the minutes from 08/21/20.	Jeff moved to approve, and Danielle seconded.
Follow Ups	Andrews	<ul style="list-style-type: none"> - Write process for course offerings to part-timers based on seniority Renee suggested to put the course offering in the SharePoint for part timers to refer to. Meridyth suggested to email it to part timers emails and give them time to respond and if they do not respond its on them. - Keep working on schedules (confirm/edit/build) for SP, SU, and FA 2021. Due to Elizabeth by 9/25. - New SharePoint site 	Breanna will share her rough draft for part-timer offerings with the committee.

Information, Discussion, and Business

1. Committee Self Evaluation	Andrews	Breanna reviewed our self-evaluation for this committee.	
2. 2-year matrix review and update work session (30 min)	Andrews/Heilgeist	Work on Course Offerings Patters in SharePoint - edit the "Offering" column (while in SharePoint) <ul style="list-style-type: none"> o Review semesters and/or "Not Offered" to verify accuracy 	New SharePoint address: sbccd.sharepoint.com/sites/ChairsCouncil If you make changes in the SharePoint please highlight yellow so Kristina knows what changes were made.

		o Highlight the cells that you make changes to	
3. Test Center processes: Course challenges and Credit by Assessment What does the future look like?	Colvey	Tabled until next meeting.	
Standing Reports			
4. VPI Report	Wurtz		
5. VPSS Report	Spencer		
6. Deans Report	Deans	<p>Kay reported "One book One College" on September 23 at 12:00.</p> <p>Kirsten reported 2 programs through the Career Center, students can participate at San Manuel in work force readiness and build a Career portfolio and a \$1200 stipend. Also, a different program will be connecting students with mentors for future careers and there will be a \$500.00 stipend. JCPenney will give students \$200 towards work readiness clothing. Refer students to Career Center to see Trinette Barrie.</p> <p>Dan reported Strong Work Force programs that has 2 areas, 1st is local and gets to strengthen their individual campus programs and then a regional projects that is directed towards Veterans to get them some credit for some of the occupational training that they have acquired over the years in military services.</p>	
7. Academic Senate Report	Exec. Board	Brandi reported AS peers are getting self-evaluations and asked Union, or Deans how will this be done? Breanna suggested sending out some information campus wide on how evaluations will look while remote.	
8. CTA	McLaren	<p>Part time seniority process to write everything down and send the part-timers and also passed 2 MOUS that consist of getting reimbursed for anything that you had to buy to work remotely, you have to have receipts. It also must be things that were not provided by the campus. Also, if you had purchased a computer prior to when the college offered them, and you turn in a receipt the college will own the computer when you are done with it.</p> <p>Professional development time for Part-timers if they are teaching this semester and get an additional 4 hours.</p>	
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)	
Announcements		Krista Ivy- Library is offering 35 workshops for students. Brandi Bailes- Still holding talent show. Renee Azenaro - Art department is holding a Faculty Art Exhibit, September 11 on Instagram.	
Adjournment		10:28am	
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.	