

Crafton Hills College Faculty Chairs Council Minutes

Date: October 2, 2020
Place: Zoom 9:00AM-10:50
Next Meeting: Oct. 16, 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"/> Renee Azenaro/Mark McConnell	<input type="checkbox"/> Jonathan Anderson
<input checked="" type="checkbox"/> Brandi Bailes/Danielle McCoy	<input checked="" type="checkbox"/> Breanna Andrews
<input checked="" type="checkbox"/> Jeff Cervantez/Julie McKee	<input checked="" type="checkbox"/> Laurie Green
<input checked="" type="checkbox"/> Danny Rojas/Michael Sheahan	<input checked="" type="checkbox"/> Kenny George
<input checked="" type="checkbox"/> Jimmy Grabow/Ernesto Rivera	<input checked="" type="checkbox"/> Krista Ivy
	<input type="checkbox"/> Colleen Hinds
	<input checked="" type="checkbox"/> Meridyth McLaren
	<input checked="" type="checkbox"/> Sam Truong

Others Present:

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

Guests: Sabrina Jimenez, Josh Robles, Gio Sosa

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Andrews	9:05am	
Approval of the minutes	Andrews		B. Bailes motioned to approve minutes for 09-04-2020 pending changes to attendees; second by E. Rivera M. McLaren motioned to approve minutes for 09-18-2020. Second by J. Grabow
Follow Ups	Andrews	Noting Synchronous, hybrid, and asynchronous offerings on scheduling spreadsheet. -For Hybrid courses please identify what day and time for meetings -Let Liz know about the meeting pattern -Student Registration begins on November 2 -Classes that have not been changed will remain synchronous	

Information, Discussion, and Business			
<p>1. Career and Academic Pathways Draft</p>	<p>Jimenez/Robles</p>	<p>CAPS</p> <p>Changes requested-</p> <p>Communication/Language: -Please remove Arabic</p> <p>Business and Industry: -Please add Computer Science to Business and Industry-</p> <ul style="list-style-type: none"> • Cloud Technology • CIS • Computer science • Cyber security • IT Technician • Multimedia • Programming • User interface Design • Web Development <p>Creative Arts: -Please change "Creative Arts" to "Creative & Fine Arts..."</p> <p>**Keith would like to go over any changes to Liberal Studies - Teacher Prep (AA)</p> <p>For any questions, please reach out to Sabrina Jimenez and/or Sheila Scott at shscott@sbccd.cc.ca.us</p>	
<p>2. Test Center processes: Course challenges and Credit by Assessment What does the future look like?</p>	<p>Colvey/Wurtz</p>	<p>Placement processes are now completed online -Test Center is no longer in operation -Frances Southerland has moved to Promise Program -She is still assisting regarding Course Challenges</p> <p>How would we like to challenge this process going forward?</p> <p>Students can enter your class in several ways:</p> <ol style="list-style-type: none"> 1. No Pre-requisites enter directly 2. Pre-requisites students enter by having the pre-requisite 3. The placement process 4. Or new State Laws <p>Course Challenge- no additional coursework required from Crafton but no credit given</p> <p>Credit by exam- student must have completed at least 12 units it will have to go through Admissions and Records and the student will get contacted by</p>	

		Admissions and Records and the student will earn credit for the degree -Next steps will be to look over the form and see how we need to adjust it, this will be added to the next Chairs Council Meeting	
3. Reasonable Course Caps	Bailes	-Work with Union to create a base CAP for negotiations -Chairs go through courses and come up with a reasonable CAP for each of the courses -Formula (cap*units*17.5*4009)/525 = \$ earned for course or cap*units*133.63 -General goal is an average class size of 35 -The institution must get to 525 as a whole. **Please note that the union cannot negotiate anything until they receive direction from Faculty. The CAPS must be determined by faculty. **Please complete by the first Chair's Meeting November.	
4. Disaggregation of SLOs	Sosa/Wurtz	https://www.craftonhills.edu/faculty-and-staff/accreditation/2019-self-evaluation/documents/chc-iap-final-20200101.pdf 6-yr model: -Students listed, 4-point rubric, completing it by a student by student basis -Senate wanted to disaggregate the outcomes based on student demographics such as ethnicity, gender, age, and income -Only a portion every 2 years -Suggestion made regarding students that earn a W or EW grade to include a "non-applicable" check box -SLO's are included in their pay for Adjuncts -SLO is part of the COR (Course of Record)	
5. Process for including PLOs on Degrees & Certs in SLO Cloud (30 min)	Sosa/Wurtz	Tabled for next meeting	
Standing Reports			
6. VPI Report	Wurtz	Accreditation Requesting Interviews-	

		<p>-Asked to talk to CTE programs would like to include the following staff:</p> <p>D. Rojas, M. Sheahan, R. Bell, T. Serrano, L. Green, Kathy, Mike Alder, John, Kirsten, Dan Sullivan</p> <p>-The visiting team would like to talk to the AS President and/or Key groups</p> <p>Questions they will ask-</p> <p>How do we identify student equity populations and continuously evaluate student success by group and examine any disproportionate success rates in completion and persistence?</p> <p>-It is in PPR and BORG Cubes, SWF, In-service Day and AB705.</p> <p>How do we look at delivery modes to meet diverse student needs?</p> <p>Distance Ed, evening class, skills, clinic. In-Service, Advisory committee, ETC reviews surveys</p> <p>If you are being interviewed, Keith will send the list of Questions from the visiting team with a list of bullet points to get you started.</p>	
7. VPSS Report	Spencer	<p>Updates:</p> <p>-Promise Program will be halted due to costs and uncertainties from COVID-19</p> <p>-The K12 partners have been notified</p> <p>-Official notification will be provided campus wide</p>	
8. Deans Report	Deans	-Nothing to report	
9. Academic Senate Report	Exec. Board	<p>-There was a special budget meeting presented by Mike Strong.</p> <p>-Next meeting is on Oct 7th</p>	
10. CTA	McLaren	-Nothing to report	
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) -- Discuss Course challenges vs. Credit by Exam --30 minutes for Process of PLO's -- Jason to demo the SLO Cloud -- No meeting on October 30th, Meeting Nov. 6th about course CAPS 	
Announcements		<p>E. Rivera:</p> <p>-Hispanic Heritage Month</p>	

		Friday, Oct. 9 th - Simon Silva will be presenting throughout the day	
		M. McLaren: -Union Conference via Zoom, no cost, welcome to join the sessions. CCA4us.org	
Adjournment		10:59am	
<p 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 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 align="center">Institutional Values</p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>	