

Crafton Hills College Faculty Chairs Council Minutes

Date: March 04, 2022
Place: Zoom 9:00-11:00AM
Next Meeting: March 18, 2022
 9:00-11:00AM

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 encourages collaboration and conversations to promote equity driven and inclusive practices. Chairs make recommendations for the prioritization of faculty hires, enrollment strategies, reviews program viability documents, faculty chairs handbook, and disseminates campus information to departmental faculty.

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:

XX _____ Renee Azenaro/Mark
 McConnell
 XX _____ Jeff Cervantez/Julie
 McKee
 X _____ Danny Rojas/Michael
 Sheahan
 X _____ Jonathan Anderson
 X _____ Breanna Andrews
 X _____ Jimmy Grabow

X _____ Laurie Green
 X _____ Kenny George
 X _____ Colleen Hinds
 X _____ Danielle McCoy
 X _____ Meridyth McLaren
 X _____ Sam Truong







Others Present:

X _____ Elizabeth Lopez
 X _____ Van Muse
 _____ Ivan Peña
 _____ Delmy Spencer
 X _____ Christina Sweeting
 _____ Kay Weiss
 X _____ Dan Word
 X _____ Keith Wurtz

Guests: Ed Ferrari, Lisa Mills, Josh Robles, Gwen DiPonio

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Andrews	9:01am	
Approval of the minutes	Andrews		Motion to approve by C. Hinds, second by J. Anderson Minutes approved
Follow Ups	Andrews	<ul style="list-style-type: none"> - Summer 2022 schedules are online. We will start looking at Fall next meeting. - Share our Dual Enrollment (and off-campus classes) suggestions with your appropriate faculty members to see if they have any additional suggestions/feedback. 	Motion to approve; second by Minutes approved

Information, Discussion, and Business

1. ZCT categories and coding	Ferrari	<p>-ASCCC and OERI indicated that we need to distinguish between types of costs for materials</p> <p>The goal is to open the communication to students and help them make choices that will have real impact</p> <p>The recommendation is to go with these icons:</p> <table border="1"> <thead> <tr> <th>No.</th> <th>Name</th> <th>Icon</th> <th>Code</th> <th>Description / Comments</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Zero-Cost</td> <td></td> <td>ZC</td> <td></td> </tr> <tr> <td>3</td> <td>Low-Cost OER</td> <td></td> <td>LC</td> <td><\$40</td> </tr> </tbody> </table>	No.	Name	Icon	Code	Description / Comments	1	Zero-Cost		ZC		3	Low-Cost OER		LC	<\$40	
No.	Name	Icon	Code	Description / Comments														
1	Zero-Cost		ZC															
3	Low-Cost OER		LC	<\$40														

-Initially we should go we Zero-Cost and Low-Cost and identify what these are.

-Question asked: Can we change the icon for the Low-Cost OER to make it easier to understand? Instead of OER, can we just put low-cost?

Answer: We can work with TESS on this change

-LOW-COST = \$40 dollars and under



-Some may feel that administration is pushing endorsement for certain classes and enrollment will be low in classes that do not provide low cost or no cost textbooks; feels like they are forced to go to OER. However, this is all optional and by choice. The goal is to make things less expensive for students.

** Please note that having the Zero-Cost Textbook is required by Ed Code.

-Zero-Cost Textbooks in a course does not mean that it is less rigorous than a class with a publisher endorsed textbook

-Palomar’s Flyer linked [here](#). This is an example where they wrote the word “LOW” over the OER icon.

-Will stick with Ed’s recommendation and include the codes in our spreadsheets

No.	Name	Icon	Code	Description / Comments
1	Zero-Cost Course		ZC	Keep these two options
2	Low-Cost Course		LC	Change icon.

-Once we confirm an icon for Low-Cost Course, we will need to work with TESS, and it will be brought back to the Chairs.

2. Military Articulation

Mills

MAP- Military Articulation Platform

-MAP is a cloud-based articulation platform that will house articulation agreements between military training and California Community college system. It’s like an assist.org

-When a veteran is separated from the military, they are given a JST (Joint Service Transcript). It’s like a college transcript for military careers.

-Title 555050 has made it our responsibility to start looking at military training more closely and provide opportunities for credit for prior learning.

-The DOD (Department of Defense) and ACE (American Council on Education) created a bridge for Veterans to

		<p>receive College Credit to expedite a veteran's career when they enter the civilian world.</p> <p>-ACE is a non-profit higher education association that employs faculty experts from colleges across the country.</p> <p>-We currently use their experience as a medic to use as the 1000 hours to get into the Paramedic Program. Now, we are trying to get them College credit in order to graduate</p> <p>-Crafton is getting funding to work on articulations with our CTE programs</p> <p>-The focus is on CTE programs and will then move to other courses like languages</p> <p>-Cal States have already committed to accepting these credits as part of their General Ed; hoping to get UCs on board.</p> <p>-Suggestion made to possibly build curriculum for areas that will assist with getting them credit.</p> <p>-Lisa will be reaching out to all the CTE Programs this month. She would like to start articulating courses in April.</p> <p>-San Bernardino is home to the largest veteran's population.</p> <p>-Please feel free to reach out to Lisa Mills, by email at limills@craftonhills.edu or by phone at 909-389-3415. You can also stop by the VRC (Veterans Resource Center).</p>	
<p>3. Guided Pathways: Programs in Multiple Meta-Majors</p>	<p>Robles</p>	<p>1. Are programs in the correct meta-majors?</p> <ul style="list-style-type: none"> - We would like to streamline meta-majors - There is a lot of overlap in the CAPS - If a program does not need to explicitly be in a certain CAP, can we just remove it? - Request made to distinguish just one CAP per program, please choose one that is most appropriate - The goal is to organize students by CAPS and would like to designate the primary <p>2. Can you identify one primary meta-major?</p> <p>CAP Spreadsheet</p> <p>CAP List</p> <p>-Please complete this a month from now, it's due on Friday April 1st.</p> <p>-If two options that are absolutely required, please let Josh know.</p>	
<p>4. New CurriQunet Training Options and Input</p>	<p>DiPonio</p>	<p>-Would like some ideas to find a way to see how we can move forward with training or workshops about this new system.</p>	

		<p>-Please reach out to Gwen Diponio at gdiponio@craftonhills.edu for suggestions or comments.</p> <p>-We will have a workshop for In-Service day and Gwen has made short training videos that show how to do the basics (i.e., how to create a new course, or creating a six-year revision or add a DE).</p> <p>-Nancy Howard has training workshops where she can come to campus</p> <p>-We currently have a User's Guide and plan to share that with everyone</p>	
5. Review Chairs Manual	Andrews	<p>-Break Out Rooms: Read, review, and make edits here: CHC Faculty Chair Handbook (sharepoint.com)</p> <p>-Breakout room sessions for 15 minutes to review the handbook and make any needed changes.</p> <p>-Thank you for your feedback and edits, this is a living document, so feedback and input are appreciated.</p>	
Standing Reports			
6. VPI Report	Wurtz	<p>-Fall 2022 schedule looks good. The proportion of classes by instruction method - about 41% of the classes that are online, asynchronous or synchronous.</p> <p>-There are a few disciplines that need a balance between online and in-person and will require minor adjustments.</p> <p>-Fall 2022 goes live Friday, March 18th which gives us 3 weeks before priority registration begins on April 11th.</p> <p>-Data for Spring 2023 will be given next meeting</p>	
7. VPSS Report	Spencer	Absent, no report	
8. Deans Report	Deans	<p>Van- new faculty members coming on board in the SINS Division</p> <p>Ivan- no report</p> <p>Dan- no report</p> <p>Kay- no report</p>	
9. Academic Senate Report	Exec. Board	<p>-There is conversation about masking to see if this would be removed this semester. Message conveyed about the concerns and made the recommendation to wait until summer</p> <p>-Email sent that we are re-designing our department pages, please feel free to update career objectives and add new pictures</p> <p>-Please reach out to Michelle Riggs mriggs@craftonhills.edu</p>	
10. Guided Pathways/CAPs Report	Grabow	-No update to report	
11. CTA Report	McLaren	<p>-Luncheon in April</p> <p>-Food truck in March</p> <p>-Negotiations meet every week, to finish what we have.</p>	

		<p>-Working on a compensation change for next year and it will be posted on the website</p> <p>-Reminded the District that they have CAPS for a year and Lecture Library for almost two years. It's time to do something.</p> <p>-Planning meetings and dinners for those that may be interested in serving on the Union.</p> <p><u>New Full-time Reps</u></p> <ul style="list-style-type: none"> - Ed Ferrari - Ryan Bartlett 	
Wrap Up			
Future Agenda Items		<ul style="list-style-type: none"> -- Faculty Chairs Training and update course offerings matrix (first mtg of fall sem.) -- FT hiring prioritization for following Fall (October) -- Budget Review (first meeting in February) -- Review Chairs Manual (first meeting in March) -- Chair of Chairs voting (first meeting in April) -- Sticky-less Friday (April and November) 	
Announcements		<p>Renee-</p> <p>Iris Kern-Foster and I have a duo art exhibit at Yucaipa Performing Arts Center near the entrance.</p> <p>Planning "Art by Us" by faculty and staff for Fall 2022 and would like to exhibit your art</p> <p>Julie-</p> <p>Next Friday is Senior Day, if you would like to participate, please speak with your Dean. There are 3 sessions.</p> <p>Colleen-</p> <p>Hannah, the Coordinator at the Health and Wellness Center has been battling Lyme Disease, you can donate toward her medical bills using this link.</p> <p>You can also visit her Facebook page here.</p> <p>Renee-</p> <p>Concerned about having hundreds of students during COVID during Senior Day.</p> <p>-Keith will figure out the plan and reach out to the Chairs.</p>	
Adjournment		10:48am	
Mission Statement		Vision Statement	Institutional Values
The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus		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.	Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.

community through engagement and learning.