

Crafton Hills College
Chairs Council
February 20, 2009
Minutes

Members Present: Kelly Boebinger, T. L. Brink, Brad Franklin, Jodi Hanley, Rick Hogrefe, Mark Jonasson, Catherine Pace-Pequeño, Mario Perez, Aaron Race, Laura Winningham

Others Present: Debbie Bogh, Donna Ferracone, Laurens Thurman

Members Absent: Robert Brown, Tom Bryant, Judy Giacona, JoAnn Jones, Frances White, Dan Word

The meeting was called to order at 9:12 a.m.

1. The minutes of the February 6, 2009 meeting were discussed. Motion was made about the discussion that had taken place at the previous meeting and whether chairs were given all necessary information to make a decision regarding the direction and leadership of the committee. Motion was denied. Minutes were approved without corrections.

2. Take Your Parents To College

Debbie Bogh announced that the “Take Your Parents to College” event will be held at Crafton Hills College on Saturday, April 25, 2009, from 8:00 am until 1:00 pm.

7th and 8th grade students and one parents will be participating. There will be workshops from different Student Services and the students will be given a backpack with their notebook. Debbie will be asking for help from faculty to help facilitate workshops and sample classes.

3. 2009 Summer/Fall Schedule Update

Laurens Thurman shared a printout—update on worksheet for fall schedules. Laurens stated that the 2009 Fall Schedule timeline has not been finalized. Meetings between chairs and deans will be held the week of March 2 to discuss the fall schedule timeline. There is no specific demand to cut sections for fall anticipated at this time. There will be five evening classes in the summer.

4. Selection and Evaluation of Chairs

Committee members made numerous suggestions regarding the Selection and Evaluation of Faculty Chairs. Kelly Boebinger presented what has been done up to this point, including a survey which was distributed, the questions of which were created from an open ended survey question sent out in fall. The three options for selection of chairs did not correspond with current practice. Consensus was reached that the current selection process is adequate. After further discussion of the evaluation process, including who might be invited to provide feedback in the evaluation process (e.g. full-time faculty colleagues in the department, fellow faculty chairs, part-time faculty), it was suggested that the current process has an evaluative feature built into it. The majority of the members present felt the process as it is now should continue with no changes.

5. Future of Telecourses

Kelly Boebinger reported the future of telecourses. Both the ETC and Curriculum committees are currently discussing this topic. The committees are going to recommend that the telecourses have additional course information for students available on Blackboard since the telecourses only air

approximately 10-15 hours of content per semester. The hours of air time does not meet the minimum of 48 hours of student contact time for a 3 unit class, so more course content will be required from the instructors and made available to the students online. The courses will need to be changed to “Teleweb” courses as a hybrid, and/or 100% online which may include video streaming. Both the course and the instructor must be approved for this type of DE instruction through curriculum and the ETC committees. Any instructor wanting to teach this course will need to be approved as an online instructor. This takes time to be approved so instructors should start this process. It was suggested that instructors that are currently teaching these telecourses start by putting content online now, so they can begin the process of revision of the courses. Any courses currently up for 6 year revision, that are submitted to curriculum as only a TV course will not be approved, and must be resubmitted as a hybrid “Teleweb” and/or 100% online which may include video streaming. Since our accreditation lists the evaluation of effectiveness of DE courses as an area we must correct by the October 2009 report, it has also been suggested that not only the courses up for 6 year revision will need to be revised, but all telecourses may need to be revised by the time that report is submitted to the accreditation review committee.

6. Academic Exception Committee Report

There was no report.

7. Announcements

There were no announcements.

8. Future agenda items

Because half of the committee members would not be able to attend, it was moved and seconded to cancel the Chairs Council meeting scheduled for Friday, March 6 and move it to March 20, 2009. Motion carried. It was suggested that our next meeting be dedicated to issues of assessment. Several chairs shared frustration regarding what assistance and direction (or lack thereof) they have received regarding SLOs. Chairs will meet next meeting to discuss progress and then move to the facilitated assessment workshop that day.

Meeting adjourned at 10:25 a.m.

Next meeting: Friday, March 20, 9:00 a.m., in CHS 237