

Crafton Hills College

Faculty Chairs Council

Minutes

Date: August 22, 2014
Place: LADM 220 8:30AM

Next Meeting: Sep. 5, 2014
Place: LADM 220
Time: 8:30AM-10:00AM

Members: (Present = bold)

Breanna Andrews Julie McKee (sabbatical)
Brad Franklin **Dean Papas**
Jodi Hanley **Gary Reese**
 Janine Ledoux **Ralph Rabago**
Robert McAtee **Jeff Schmidt**
Mark McConnell **Sherri Wilson**
Meridyth McLaren **Sam Truong**
Margaret Yau

Others present:

Bryan Reece
June Yamamoto
Denise Allen

Start time: 8:32am

TOPIC	DISCUSSION	FURTHER ACTION
Minutes from May 16, 2014	Approved	
New Chair election	Jodi Hanley nominated (by Jeff Schmidt) and elected unanimously	
Growth – Bryan Reece	<p>-Growth – we are growing above expectations, chancellor is looking to stay fairly conservative. Deans and VP are planning in case funding becomes available for growth in the spring. Solution-build “ghost classes” that could go live if funding arrives, but could stay hidden if it doesn’t...chairs need to plan for this, establish late start and 9 week courses that could go with funding. Plan for it when we get to Sticky Friday.</p> <p>-We are experienced strong growth.</p> <p>-Discussed the visibility of the college in local communities.</p> <p>-Discussed the need for smart scheduling.</p>	
Caps – Denise Allen	<p>-Denise spoke about the conversations held in senate about caps. Department chairs need to facilitate the decisions about making caps for all classes with the departments. Chairs and faculty need to establish a cap for each class and prepare to forward this information to Bryan Reece by the end of September.</p> <p>-The caps should be set on ideal best pedagogical practices, not room size, etc.</p> <p>-Focus on best teaching and learning practices for the students.</p>	Bring back to Chairs

	<p>-Bryan Reece – we need to find the sweet spot where we bring enough students in to fund the college, but we have small enough classes to be effective.</p>	
<p>Chairs Council Charges – Dean Papas and Sherri Wilson</p>	<p>-Discussion held in the senate retreat about a need for training for chairs. -How will program coordinators be represented? -At one time there was a chairs handbook...we need to look at it and maybe revise it. -A few changes were made to our charge-flexible calendar, training of chairs.</p>	<p>Look at Faculty Chairs handbook</p>
<p>VPI Report – Bryan Reece</p>	<p>-Accreditation is moving forward...document looks good, Bryan thinks we will not go into probation again. -There are some hires that we are trying to get through, but faculty hires might just be on hold for a while. Library position will get filled, short term full time people will stay hired. -Professional development is moving forward with many activities. It was recommended that we make sure to get all events on the master calendar. -Bryan wants to make sure there is clerical support on all committees to support the departments. -Keith Wurtz is putting out a SLO calendar this year. Dashboards are available for data all in one spot, things are easier to find and easier to read. -7 hour limit on overload...Bryan will figure out what this translate to and report back. -Positive Attendance – There are some classes that require it (best thing is to avoid it) so make sure to get it done if needed. There was some confusion expressed that there are inconsistencies in which classes are asked to report. -Final exam schedule – we need to figure out what we are doing for spring 2015.</p>	

Announcements	<ul style="list-style-type: none"> -Back to School event at the pool. -Every committee under the Academic Senate is bound to the Brown Act. 	
Adjournment:	10:00 am	Minutes-Mark McConnell
<p style="text-align: center;">Mission Statement</p> <p>The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.</p>	<p style="text-align: center;">Vision Statement</p> <p>The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.</p>	<p style="text-align: center;">Institutional Values</p> <p>Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.</p>