

Crafton Hills College Faculty Chairs Council Minutes

Date: October 17, 2014

Place: BC 104 8:30AM

Next Meeting: November 7, 2014

Place: BC 104 8:30AM

Members:

Breanna Andrews
Brad Franklin
Jodi Hanley
Janine Ledoux
Robert McAtee
Mark McConnell
Meridyth McLaren

Julie McKee (Sabbatical)

Dean Papas
Ralph Rabago
Gary Reese
Jeff Schmidt
Sam Truong
Sherri Wilson
Margaret Yau

Others Present:

Bryan Reece
Mark Snowwhite
June Yamamoto

Keith Wurtz
Rebecca Orta
Debbie Bogh

AGENDA ITEM	PERSON	DISCUSSION ITEM	FURTHER ACTION
Call to order	Jodi Hanley	8:41 AM	
Approval of the minutes from October 3, 2014	Jodi Hanley	<p>Ralph Rabago moved to approve the minutes, Breanna Andrews seconded to approve the minutes of October 3, 2014 with two minor corrections.</p> <p>AYES: Breanna Andrews, Brad Franklin, Jodi Hanley, Mark McConnell, Meridyth McLaren, Gary Reese, Ralph Rabago, Jeff Schmidt, Sherri Wilson, Margaret Yau</p> <p>NOES: None ABSENT: Janine Ledoux, Robert McAtee, Julie McKee, Dean Papas, Sam Truong ABSTENTIONS: None</p>	
Possible Zero-Level Courses that do not apply to major or certificate	Debbie Bogh	<p>Title 5 rules dictate how many 0 level classes a student can take for credit towards a degree. Title 5 states "Each student may count only one such course bellows transfer for credit toward the associate degree..."</p> <p>Bogh--A student has about 12 units they can take at a below 100 level that they can apply to the associates degree.</p> <p>Don't just change the number for the sake of changing it from an 0##. Go back to the departments with the classes to see if they should be added to the certificate or degree. Once we send this issue back to Academic Senate to discuss the subject and sends it to curriculum, we can get firmer ideas on how to proceed, firm deadline for these changes, actual classes involved, etc.</p>	<p>Departments need to look at stand-alone 0 level courses to determine if they need to be attached to a degree or certificate, removed, changed, rewritten, etc.</p> <p>Discussion needs to happen with curriculum committee on solutions.</p> <p>Have Academic Senate send it to Curriculum for review/changes.</p>
Early Alert System (October 15, 2014)	Rebecca Orta	<p>Orta--SARS ALERT lets the instructor alert students about their performance in class. It is one step counseling. It is trying to use to keep students from being placed on probation. This a preventative measure not an after-the-fact awareness issue.</p> <p>SARS ALERT, done through WebAdvisor, can be used to commend students, recommend things to students, etc.</p>	

		<p>You can use it to communicate something to an individual student, class, or groups within a class.</p> <p>Wurtz--Early alert programs are difficult to implement and it is difficult to track their effectiveness. Instructors can see how the student is doing in all classes in the current semester. Does not violate F.E.R.P.A.</p> <p>Orta--160 students on dismissal status each semester.</p> <p>Orta--700-800 students on probation at CHC. As of 2016, if student is on probation, then there is no BOG money available for that student to get books, etc.</p>	
Summer Schedule	Jodi Hanley	<p>Senate voted and option 2 was chosen. Brought to chairs to make sure that the sciences, who were not represented at AS, were ok with the decision.</p> <p>Reece--Option 2 is for this summer only (2015). Summer schedule information, et al, to be sent out in spring semester for chairs.</p> <p>Doesn't seem to be a problem with option 2 with the sciences. Will send report back to Academic Senate on this subject.</p> <p>Some departments want the option to offer 2 four week sessions. Talk to Bryan Reece if you are thinking of doing this and have some logical way of doing it. This schedule is temporary, we will go back to a more traditional (10 week) schedule next summer (?).</p>	<p>AS president notified via e-mail of chairs discussion of option 2. (10/17/2014)</p>
Hiring Prioritization	Jodi Hanley	<p>According to last year's conversation (4/4/2014 Chairs Council Minutes), faculty chairs prepared the following prioritized list:</p> <ol style="list-style-type: none"> 1. Fire 1. Respiratory 1. EMS 2. Chemistry 2. Business 3. Math 3. English 3. CIS/DM <p>-----</p> <p>The deans prepared the following list last year (2013/14):</p> <ol style="list-style-type: none"> 1. Fire 2. Business 3. Respiratory 4. Chemistry 5. Math 6. English <p>-----</p> <p>This is a suggested list that the Chairs Council made this year on 10/17/2014</p> <ol style="list-style-type: none"> 1. Fire 1. Respiratory 1. EMS 1. History 	

		<p>2. Chemistry 2. Business 2. Math 3. Math 3. CIS/DM 3. EMS 3. COMMST</p> <p>English left off the list because Robert Brown was absorbed into the English Department as of F2014.</p> <p>Math now on list twice because, as of the end of Sp2015, they will be down 2 instructors due to unofficial retirement.</p> <p>Moving History to top of (1) list because of the unofficial retirement in Spring 2015 where they will no longer have FT faculty in that department. This position should not remain vacant.</p> <p>Reece--The entire dean organization needs to be reorganized. If there is no money to continue Mark Snowhites' position, or hire a full time person, then something must be done to reorganize the structure at hand.</p> <p>It was suggested to spread the load around to other deans on campus for the jeopardized position of "dean of instruction" so that we can use what money there is to hire faculty.</p> <p>We are prioritizing the hiring of faculty over the hiring of additional management until we reach an appropriate ratio of faculty to management.</p> <p>Motion: We will prioritize the continued hiring of faculty until we reach an appropriate faculty to management ratio. Moved-Sherri Wilson, Second Ralph Rabago.</p> <p>AYES: Breanna Andrews, Brad Franklin, Mark McConnell, Meridyth McLaren, Gary Reese, Ralph Rabago, Jeff Schmidt, Sam Truong, Sherri Wilson, Margaret Yau</p> <p>NOES: None ABSENT: Jodi Hanley, Janine Ledoux, Robert McAtee, Julie McKee, Dean Papas, ABSTENTIONS: None</p>	
Program Viability	Jodi Hanley	<p>This has become an issue with accreditation. We must get a complete policy that we recommend to senate so senate can forward it to Crafton Council.</p> <p>We discussed the proposed process document and have worked on issues up to line 66. We all need to proof read line numbers 67 through the end of the "Proposed CHC Program Viability Process" and come to the next meeting with any recommendations for change.</p>	<p>Issue to be moved to the top of the agenda for the next Chairs Council meeting.</p>

Student Equity data (To collect feedback for the Student Equity Plan)	Keith Wurtz	Presentation on the document and findings.	
Announcements:		None	
Future agenda items: --Best Practices for Syllabi Construction (was taken off future agenda and last seen SP2013) --Fall 2015 Sticky Friday this semester (November 2014) --IB Proposal			
Adjournment:		10:40 am	
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	