

Crafton Hills College

Academic Senate Minutes

Date: December 17th, 2014

Time: 3:00 – 4:00 p.m.

Location: LRC 226

Next Meeting: January 21st, 2015

The primary function of the Academic Senate is to make recommendations with respect to academic and professional matters. Academic and Professional matters means the following policy development matters:

1. Curriculum, including establishing prerequisites.
2. Degree and certificate requirements.
3. Grading policies.
4. Educational program development.
5. Standards or policies regarding student preparation and success.
6. College governance structures, as related to faculty roles.
7. Faculty roles and involvement in accreditation processes.
8. Policies for faculty professional development activities.
9. Processes for program review.
10. Processes for institutional planning and budget development.
11. Other academic and professional matters as mutually agreed upon.

Consult Collegially means that the district governing board shall develop policies on academic and professional matters through either or both of the following:

- Rely primarily upon the advice and judgment of the academic senate, OR

The governing board, or its designees, and the academic senate shall reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.

Members – Roll Call by Sign in

Senators at Large*

*Daniel Bahner**
*Rey Bell**
*Jeff Cervantes**
*Patricia Menchaca**
*Robert McAtee**
*Jimmy Urbanovich**
*Liz Langenfeld**
*Jodi Hanley**
*Hannah Sandy**

Math, Eng & Instr. Suprt

Kathleen Gibson
 Catherine Hendrickson
 Dean Papas
 Scott Rippy
 Sherri Wilson
 Gary Williams

Career Ed & Human Dvlpmnt

TL Brink
 Jim Holbrook
 Meridyth McLaren

Arts and Sciences

Denise Allen-Hoyt
 Robert Brown
 Richard Hughes
 Jessica McCambly
 Mark McConnell
 Julie McKee
 Snezana Petrovic

Student Services

Debbie Bogh
 Mariana Moreno

Part-Time Reps
 Dianne Purves
 Yvonne Bastedo

Guests: Ralph Rabago, Bryan Reese, Mike Strong, Keith Wurtz,

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Crafton Hills College Academic Senate will record the votes of all members as follows: (1) Members recorded as absent are non-voting; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members votes are understood as a vote in the majority.

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order	Happy Holidays – Come join us at 3pm for a short business meeting followed by some holiday cheer. Meeting called to order at 3:02 pm.	
Administrative Report (5 min)	Update from Bryan on the F14 Final Exam Survey Keith will put out a survey for faculty and students to provide feedback related to their experience with the new final exam schedule implemented this semester. The will of majority will prevail. If part-timers have questions concerning what to put in their syllabus for finals, please advise them to plan for finals running the same way they did this Fall, however advise them that this could change depending on the survey results.	

	<p>Survey will be open until January.</p> <p>Will the data be available for our January AS meeting? Yes – will close it on January 9th, compile the info and bring to senate.</p> <p>Spring Schedule – cutting classes. Need to cut 35 sections. Last spring 673 sections, this spring – scheduled 825 sections. We can not afford this many sections. We can afford 790 sections.</p> <p>We need to start scheduling a year out. Also need a district enrollment strategy. Not having something in place results in too many mixed messages. ADD year to year scheduling to future AS agenda. We need to get to about 5200 FTEs to balance income with spending. What was the fill rate looking like? It was good.</p>	
AS Presidents Report	Special thanks to Patricia for serving as the AS Treasurer for the Fall 14 term.	
Treasurer's Report (1st mtg)	<p>Money for reimbursement for AS Holiday Cheer</p> <p>Balances: \$491.60 Scholarship fund, \$1305.55 regular account</p>	Motion: request reimbursement of \$142.01 for holiday fare. (Moreno, McLaren, MSC, 1 abstention)
Approval of 12-3-14 Minutes and Voting Record		Motion???
New Business		
The Churn – Plan	<p>Will be discussed further at our January 21st Meeting.</p> <p>Reported by Mike Strong – will have a plan with specifics coming out in January. Will there be time to get keys? Yes, hopefully. Maybe meet with individual departments or chairs about any specific requirements of a department?</p> <p>Recommend adding the time to the chairs agenda.</p>	
SLOs In the cloud	<p>Approval on the use of the cloud based SLO reporting Tool</p> <p>Requesting a recommendation for the new SLO Cloud developed by research and planning.</p> <p>What about faculty still using Elumen? Can use it for now, but would eventually like to get to one tool.</p> <p>How does this tool work with the new standard to provide disaggregated data? That has been addressed by the campus who designed the tool. It is an open source tool.</p> <p>Would like to hear from faculty who are inputting at the individual level.</p> <p><i>Discussion:</i> what is the comparison? Is there a cost savings? Not an issue of cost – more about ease of use. Does fully migrate mean no more ELUMEN? Yes. Will be difficult for some faculty. The easier we make it, the better our chance of doing it and meeting the ACCJC requirements. Does this tool cover SAOs? Yes, they will be added within the next week.</p>	Motion: to migrate fully to the SLO cloud with review and revise in June and December 2015 (Holbrook, McConnell, MSC)
Old Business		

<p>Program Viability</p>	<p>Approval of the Plan Senators given a copy – document cover both the creation and deletion of programs. <i>Discussion:</i> need to look at the process, make sure all comments are distributed, even though no comments were given in this case.</p>	<p>Motion: to approve (Rippy, Purves, MSC 1 nay- Holbrook, 1 abstention, Bahner)</p>
<p>Educational Master Plan</p>	<p>Approval of the Strategic Directions, Goals and Objectives Have comments from Student Senate and Classified Senate. Waiting to hear from faculty. Will be reviewed and then resubmitted to Crafton Council. Most of the strategic plan is similar to the last plan. Comments often not heard, or comments are solicited after decisions have been made. Difficult to make comments on items that are not actionable. What is the recommendation of the body?</p>	<p>Motion: to approve the Strategic Directions, goals and direction as posted (Holbrook, Papas, MSC – 3 nay Bahner, Gibson, Wilson, 1 abstention – Hughes).</p>
<p>Resolutions on Instructional Space and MCHS</p>	<p>First Reading of Resolutions F14.01 and F14.02 After today any suggestions for changes in wording can be sent to Denise. F14.02 Public Comments – Representatives from Inland Leaders Charter school expressed their full support of this resolution Resolution was read.</p> <p>14.01 CHC MCHS Public Comments: An area of great passion. Have been working on this for years and feel this is a great opportunity for the local high school students. Will provide growth, younger students don't drive, parking shouldn't be an issue, would be willing to share the space- did not intend to take over space that is needed. Yes, CHC faculty would be mandated reporters, but this could be handled by the middle college admin with a phone call. The MCHS has flexibility with the required minutes of instruction – can plan their classes before and/or after the college rush. They are willing to be flexible with their needs/requirements in order to minimize the impacts on CHC Resolution was read. AS Discussion: please include all documents to be reviewed ahead of time. There are some questionable procedural issues in the document provided by the MCHS reps. Our intent is not to be political. Our concern was that the process had not been thought through entirely. We are not opposed to a middle college, just with the way it has been presented. However, we do not want a MCHS located in the middle of the CHC campus. Motion at the Dec 3 meeting was to send a recommendation to the president to have Inland Leaders develop a plan with the middle college located adjacent to campus. Did we agree as a campus to grow through AB 86? Non credit? Did not think we had supported the Middle College. The motion does indicate our support in general, but need to look more closely at the details. The Dec 3 recommendation was to draft a resolution</p>	<p>Motion: to approve resolution F14.02 for first reading (Holbrook, Menchaca, MSC) Motion: to approve F14.01 for first reading (Papas, Menchaca, 1 nay – Hendrickson, MSC)</p>

	<p>containing issues related to a MCHS and bring it back to the Academic Senate at this meeting.</p> <p>Can we collect both FTE and ADA dollars? Yes, as long as the students meet the attendance requirements. The MCHS students would matriculate through the CHC concurrent enrollment process.</p> <p>The last resolved and whereas are very important. If we haven't agreed to it, it means we have not prepared either. We don't want to diminish our resources and services to college students.</p> <p>Growth will be affected by this program. There are limits on how much we can grow each year. The MCHS could impact other campus resources/infrastructure.</p> <p>Need to update our facilities master plan. Many of these issues are addressed in there. It is difficult to continue moving forward without clear guidelines about what our goals are. That is included in the 14.02 resolution.</p> <p>Can the facilities master plan be revised soon? With all impacted parties involved.</p> <p>Need to make sure we are supporting President Marshall.</p> <p>Need to start dealing with the specifics. Need a precise timeline.</p> <p>Still need to decide if we as a faculty ultimately support a middle college.</p>	
Statements from the public		
Announcements	Thanks to the Senate Exec. Respiratory Graduation at 5 tomorrow in the PAC. Book drive by AGS – any and all books. Call Gary or Daniel to donate.	
Adjourn	Meeting adjourned at 4:55 pm.	
<p>Future Business</p> <ul style="list-style-type: none"> A. Instructional Support Department B. Reorganization C. New Hires D. IB Credit (chairs) E. Zero level courses F. Honors Terminology Task Force G. Title V compliance and associate degree options (forwarded to Chairs on 9.18.14) H. Establishment of a TMC Degree Course Substitution and reciprocity policy I. Credit/Non-Credit classes J. Preview of the Electronic Ed Plan Tool K. CA virtual college Presentation (Trelisa) 		