

Crafton Hills College

Academic Senate Agenda

Date: February 4th, 2015
 Next Meeting: February 18th, 2015
 Time: 3:00 – 5:00 p.m.
 Location: LRC 226

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: Roland Alon (ILCS), Vincent Chen (ILCS student), Tom Bryant, David DiBiase (ESRI), Mike Gordon, Rebecca Haugen, Dr. Jason Jimenez (ILCS), Dr. Corey Loomis (ILCS), President, Dr. Cheryl Marshall, VPI Dr. Bryan Reece, Dr. Lisa Urrea (ILCS), Esmerelda Vazquez (Student Senate Rep)

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	Meeting called to order at 3:03 pm. Motion: to pull Career pathways off new business (Holbrook, Bastedo, MSC)	
Administrative Report (5 min)	President Cheryl Marshal reported. Written report also submitted. A. Continuing to work on BA degree. Putting together the specifics. Will go back to the CA Chancellor's office for final approval. Met with CTA president about areas that need to be reviewed/approved by the union. Will start having work group meetings to address issues. B. Pathways and Partnerships steering committee will be meeting this week. Enrollment management will be developing plan for	

	<p>FTE allotments. Let Denise know if you have any interest in serving on a hiring committee.</p> <p>C. Classified Appreciation Luncheon – April 8th.</p> <p>D. Presented an updated fast facts sheet about community college. Bryan Reece reported on the growth plan.</p> <p>A. Plan for getting up to 5500 FTEs. Will be added to a future agenda as well.</p>	
CTA Report (2 nd mtg) (5 min) McLaren		
Classified Senate Report (1st mtg) (3 min)	None	
Student Senate Report (1st mtg) (3 min)	New student rep – Esmerelda Vasquez. Reported on elections coming on Feb 20 th . March 6 th – High School visitation day. Could use more student volunteers. Feb 25 – Club rush 10-4 in quad. Student senate meets on Fridays from 10-12.	
AS President's Report (10 min) Allen	<p>A. Board has not met, continuing conversation about non credit program – looking at next steps.</p> <p>B. Valley has asked for a joint conference on the international student program.</p> <p>C. Moving forward with Aps and BPs. We are caught up to this point.</p> <p>D. Valley also supported the SLO could tool. Question about AP dealing with grants – that has not been ajenized yet.</p>	
Treasurer's Report (1st mtg)	\$1342.04 in checking. Not sure about 4.0 balance.	
Consent Agenda	None	
BP's & APs	No Academic or Professional ones.	
Informational/Action Item		
Approval of 1.21.15 Minutes & Voting Record		Motion: Approval of minutes 1.21.15 (Holbrook, Langenfeld, MSC, 1 abstention – Dianne Purves)
AS Committee Reports 1st meeting of the month (5 min): A. District Assembly (Jim) B. Chairs (Mark) C. Honors Steering (Gary) 2 nd meeting of the month: (5 min) D. Curriculum (Catherine) E. Basic Skills (Sherri) F. Educational Policy (Rich) G. Educational Technology (Denise) Other Reports SSEEM (1st meeting - Dean) EPI (as needed)	<p>A. Parking fees was an area of discussion – more to come. Nothing finalized yet. Will come back for futher discussion.</p> <p>B. Focus on scheduling. Feb 13 – Sticky Friday for fall and summer. May 1 Sticky Friday for Spring 2016. The process is becoming much more proactive and organized.</p> <p>C. 54 students participating – some students enrolled in 2 or more honors classes. Students presenting at the honors conference in April. Got feedback from P&P</p>	

	<p>review – need to work on assessing SLOs. Title 5 prep grant is in its sunset year. Need to create a plan to roll this into the general fund. Next honors presentation at Crafton is April 17th. Please encourage students to participate.</p> <p>SEEMM - none</p>	
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Old Business

District Assembly	Need one additional CHC Rep. Meets 1st Tuesday of the month from 3-4:30 at the District Office.	
One year Schedule	<p>Recommendation for the chairs to move forward with the development of a one year schedule (starting with Fall 2015 and Spring 2016). AS needs to give direction to the chairs.</p> <p>This will help with hiring adjunct, it will allow students to plan their schedules more efficiently and further out into the future. Are there any budget issues with doing this? Anticipate income at a certain level but often money is pulled. We can build the basic schedule and have some ability to add or change as we get closer. This will encourage the district to determine allocations ahead of time as well. Even further out scheduling would be good for some areas – especially the CTE fields. Would also help with retaining students on this campus.</p>	<p>Motion: To continue to develop a one year schedule (rather than semester by semester) (Purves, McLaren, MSC)</p>
Resolution on Instructional Support Space	Third and Final Reading of Resolution F14.02. Resolves were read.	<p>Motion: to support resolution F14.02 (Bastedo, Holbrook, MSC)</p>
Resolution on MCHS	<p>Third and Final Reading of Resolution F14.01.01. Resolves were read.</p> <p><i>Discussion:</i> Public comment – look forward to continuing to work with the college to address the issues identified in the resolution – We need to be clear with ILCS about what we want. Need to establish what exactly we want. We need to create a list of what we want to see, what issues we need to address, not just talk about the fact that we have concerns. Concerns – some classes have content that is not appropriate for young students. Would be better if the middle college was for specific areas. This was one of the issue that we identified we would need to investigate.</p> <p>Already have minors on campus. Called for the vote. Passed.</p>	<p>Motion: To accept Resolution F14.01 (Brink, McCambly, MSC 2 nay – Holbrook, McKee, 1 abstention, Allen-Hoyt)</p>

Resolution on DE Coordinator	<p>Second Reading of Resolution S15.01 – DE Coordinator</p> <p>Amendments were presented.</p> <p>Why only tenured faculty? Can be changed.</p> <p>Need to follow the PPR process that we have in place for new hires. Was this prioritized? No, it is a position that is needed due to the Equity Plan. This is also where the money is coming from for the position. We have a broken hiring system when it comes to unforeseen, short term, immediate hiring needs. Is it an appointment or a hire?</p>	<p>Motion: to approve the amendments to resolves of Resolution S15.01 (Brink, Petrovich, MSC)</p> <p>Motion: to approve the second reading of Resolution S15.01 (Brink, Hendrickson, 1 nay Holbrook)</p>
Instructional Support Chair	<p>First Reading of Resolution S15.02 – Instructional Support Chair.</p> <p>Could take some of the courses from areas that don't have a dean. Could we have a representative rather than a Department Chair?</p> <p>We are creating a solution that doesn't really address the problem.</p> <p>Could we table this? Get more info? Is this urgent? To some, yes. 13% of the faculty are not represented at the planning level. This is an issue. If formed this would be the biggest department on campus.</p> <p>Brings up issues of titles, distinguishing between instruction and non instructional.</p>	<p>Motion: to approve the first reading of Resolution S15.02 (Williams, Purves, MSC, 2 nay- Holbrook, McKee).</p>
New Business		
Study Session		
Bachelor's Degree	<p>Initial Questions/Concerns – What do we need to start thinking about/working on, etc.</p> <p>Issue of uncertainty. Still developing structure. How will the committee report to us? On agenda at each meeting? Agendize for next time. Reports should include both admin and faculty perspectives.</p>	Reagendize.
Ongoing Business		
SLOs	Update on progress to get them all registered with the ORP	
Statements from the public		
Announcements	Closing of exhibition. Buy a brick to support the new buildings. Gala coming up.	
Adjourn	Meeting adjourned at 4:58 pm.	
Future Business		
<ul style="list-style-type: none"> A. Final Exam Schedule (Add to 2-18-15 agenda) B. International Student Program (2-18-15 agenda) C. The Churn (3-4-15) D. Reorganization 		

- E. IB Credit (chairs)
- F. Zero level courses
- 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)