

# Crafton Hills College

## Academic Senate Minutes

**Date: April 8<sup>th</sup>, 2015 (3pm-5pm)**  
**Next Meeting: April 15<sup>th</sup>, 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\**

**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:** Mark Snowwhite, Steve Rush, Rebecca Warren Marlatt

**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
<b>Call Meeting To Order</b>		
<b>Administrative Report (5 min)</b>	Rebecca Warren-Marlatt reported.	
CTA Report (2 <sup>nd</sup> mtg) (5 min) McLaren		
<b>Classified Senate Report (1<sup>st</sup> mtg) (3 min)</b>	Have written a resolution stating their support of CHC leadership	
<b>Student Senate Report (1<sup>st</sup> mtg) (3 min)</b>		
<b>AS President's Report (10 min) Allen</b>	Academic Senate Elections – passed around a paper for current senators to indicate a desire to serve again for the next term. Secretary (Mary Bender) – will be helping out with minutes for Chairs and Ed Policy and may add ETC.	

<b>Treasurer's Report (1st mtg)</b>	Prior balance was \$1520.00 minus \$500 for the Classified Luncheon – new balance is \$1020.00. The 4.0 scholarship fund has a balance of \$789.60. Do we know how many potential 4.0s? No, Michelle Riggs is checking on that.	
BP's & APs	None	
Informational/Action Item	None	
<b>Approval of 3.25.15 &amp; 4.1.15 Minutes &amp; Voting Record</b>	<b>Motion:</b> to approve (Purves, Bastedo, MSC)	
AS Committee Reports <b>1st meeting of the month (5 min):</b> <b>A. District Assembly (Jim)</b> <b>B. Chairs (Mark)</b> <b>C. Honors Steering (Gary)</b> 2 <sup>nd</sup> meeting of the month: (5 min) D. Curriculum (Kim S.) E. Basic Skills (Patricia) F. Educational Policy (Rich) G. Educational Technology (Denise) Other Reports <b>SSEEM (1<sup>st</sup> meeting - Dean)</b> EPI (Robert)	A. Chancellor Baron had asked for the Board Handbook and the Growth plan to be added to the DA agenda however he did not attend the meeting so it was not clear what was to be discussed on these two items. APs and BPs on hold pending a new timeline and process review. Compressed calendar – DA is encouraging continued discussion on calendar options. B. FT faculty hiring prioritization was completed (agendized for discussion under new business). Chairs also discussed flexible calendar and related calendar options. The CSU's are being required to move to a 16 week calendar C. 57 students. Successful HTC – student research conference. Crafton was spoken highly of at the conference. Student presenting tomorrow night at the board meeting. April 17- will be the spring student conference at Crafton. 8:30 am until everyone is done. SSEEM – nothing new to report.	
<b>Old Business</b>		
<b>AP and BP process</b>	Third reading of resolution – one minor change of language. Resolves were read. Will be read to SBCCD board tomorrow night	<b>Motion:</b> to approve for 3 <sup>rd</sup> reading with the one minor change as noted. (Wilson, Bastedo, MSC)
<b>Vote of no confidence</b>	Third reading of joint Resolution – No revision requests. Resolves were read. <i>Discussion:</i> Can the body reconsider an issue that has already been voted on? Yes, according to Roberts rules of order a motion to reconsider can be entered by a member of the elected body – timeliness is an issue, but could be done if the body wants to do so. A few faculty have voiced a concern about not conducting a vote of the entire faculty. The question was raised if the body should reconsider this request. Further discussion included: need to be better at our communication, in general, with buddies, etc. Need to	<b>Motion:</b> to approve for 3 <sup>rd</sup> reading Bogh, Purves, Abstentions – Menchaca, Urbanovic, Papas, Petrovic, Hughes, 1 nay – Brown. <b>Motion:</b> Call for the vote (Wilson, McConnell, MSC)

	<p>add this to a future agenda. How can we improve communications?</p> <p>Removing the chancellor could include a financial impact to the colleges and therefore the students upwards of \$500,000. We don't know what the board will do. This should not be a factor in our decision.</p> <p>We need to focus on this action (resolution) as a good thing, as an opportunity to identify deficiencies, share findings which may ultimately lead to districtwide improvements.</p>	
<b>New Business</b>		
<b>Hiring Prioritization (Sherri/Mark)</b>	<p>Deans submitted their FT faculty priorities, chairs made recommendations, which did not match up with what the Deans had done. PPR then prioritized the Objectives, which ended up aligning to what the Deans did. The final prioritization will occur in Crafton Council.</p> <p>There is a resolution being considered by the Statewide Academic Senate recommending the state budget include additional funding for more full time faculty.</p>	
<b>Coordinator Positions (Denise)</b>	<p>Approve the recommendation on the positions and related hiring process.</p> <p>Coordinators for DE (.5), Honors (.5), Professional Development (1.0). Looking at using the same process as is used for chairs elections. Suggestion to have the release time be in multiples of 2 (.2, .4, .6, etc). This must be negotiated and approved by the Union based on job duties.</p> <p>Request was made to include a student services rep on the second level interview for Professional Development coordinator.</p>	<p><b>Motion:</b> to recommend the DE and Honors coordinator be no less than 50% and the VP of student services is involved in the process for the Professional development coordinator (Papas, Bogh, MSC)</p>
<b>Copy Center (Diane P)</b>	<p>President is looking at changing the structure and function of the copy center. Diane Pfahler did a straw poll of faculty on the issue. President Marshall has asked for a task force to review and consider potential solutions and impacts. Document given to AS (by Diane) may not necessarily convey the position of faculty polled. Cheryl will provide additional information on this item to the AS on the April 15<sup>th</sup></p>	<p>Add to a future agenda.</p>
<b>Statements from the public</b>	<p>Reminder – RBC Yucaipa Circuit is on Friday.</p>	
<b>Announcements</b>	<p>End of the Year party at the Valley Golf Course.</p>	
<b>Adjourn</b>		

**Future Business**

- A. Copy Center (Cheryl Marshall 4-15-15)
- B. International Program (Glen Cook: 4-15-15)
- C. The Churn – Updated Plan (4-15-15)
- D. MCHS
- 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. Preview of the Electronic Ed Plan Tool
- J. CA virtual college Presentation (Trelisa)
- K. Non-Credit Program (need to form a committee)
- L. Faculty Hiring Prioritization (sent to chairs)