

Crafton Hills College

Academic Senate Meeting Minutes

Date: Dec 16th, 2015 (3:00pm-3:30pm)

Next Meeting: Jan 20th, 2016

Time: 3:00p.m. – 4:30p.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

<u>Sciences(10)</u>	<u>Math, Eng, Art & Instr. Suprt (9)</u>	<u>Career Ed & Hmn Dvlpmnt(6)</u>	<u>Student Services(5)</u>
Denise Allen-Hoyt	Tom Bryant	Reynaldo Bell	Debbie Bogh
Brandi Bailes	Catherine Hendrickson	TL Brink	Daniel Bahner
Jeff Cervantez	Liz Langenfeld	Jim Holbrook	Robert McAtee
Richard Hughes	Jessica McCambly	Meridyth McLaren	Mariana Moreno
Julie McKee	Mark McConnell	Gary Williams	Evan Sternard
Patricia Menchaca	Dean Papas	-1	<u>Part-Time Reps (4)</u>
Ernesto Rivera	Snezana Petrovic	<u>Senators at Large(5)</u>	Dianne Purves
-3	Jeff Schmidt		Yvonne Bastedo
	-1		Alicia Hallex

Guests:

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	AS President Denise Allen called the meeting to order at 3:03 pm Moment of silence for the victims of the San Bernardino shooting.	
Statements from the public	None	
Administrative Report (5 min)	<ol style="list-style-type: none"> A. Looking into money for new positions and release time. B. Will present a report on the copy center in January - # of copies, jobs, etc. Any specific information requests can be sent to Bryan Reece. C. Working on enrollment strategies. Calling people who applied but didn't enroll. Contacting students who are 12 units away from graduation. Adding 9 week courses. D. Some structural issues with the new buildings. E. Potential for bond money for new construction. 	

CTA Report (2nd mtg) (5 min) McLaren	One time monies distributed. Luncheon on January 20 th .	
Classified Senate Report (1 st mtg) (3 min)		
Student Senate Report (1 st mtg) (3 min)		
Treasurer's Report (1st mtg)		
Senate Business		
AS President's Report	<p>Happy Holidays</p> <ul style="list-style-type: none"> A. Read the statement that was read to the board about the shooting. B. Need to have a president elect. Denise's term will be done in June 2018. Someone will need to take over. C. Recommendation to create a new committee for non credit. 	Motion: to provide up to \$175 in reimbursement for the food for this meeting (McLaren, Rivera, MSC 1 abstention-Holbrook).
AS Senators	Seats open for 5 more	
Approval of 12.2.15 Minutes & Voting Record	Motion: to approve minutes and voting record (Purves, Menchaca, MSC)	
<p>AS Committee Reports (NONE)</p> <p>1st meeting of the month (5 min):</p> <ul style="list-style-type: none"> A. District Assembly (Jim) B. Chairs (Mark) C. Honors Steering (Debbie) <p>2nd meeting of the month: (5 min)</p> <ul style="list-style-type: none"> D. Curriculum (Robert M) E. Basic Skills (Patricia) F. Educational Policy (Rich) G. Educational Technology (Denise) <p>Other Reports (as needed)</p> <p>SSEEM (1st meeting - Dean)</p> <p>EPI (Robert)</p> <p>SSSP (as needed)</p> <p>Student Equity (as needed)</p>		
Old Business		
Academic Senate Election	Vice President Patricia Menchaca was nominated for VP. Passed by consensus.	
New Business		
ALMA Group: Master Planning & Facilities Master Plan	<p>Requesting to review Unit PPR and annual plan docs</p> <p>Mike Strong introduced the group. The group presented information about their experience, purpose and plan for moving forward. They have been charged with creating a Comprehensive Education Master Plan that can direct the facilities master plan which in turn will help set the college up to apply for an upcoming State Bond. Current CHC Ed. Master Plan will be used as the foundation for the revised plan.</p> <p>Answered questions about what is an allowed expenditure for the State bond monies. Alma group will be meeting with departments to discuss future</p>	<p>Motion: to open all PPR documents to the Alma Group (with exception to those who request a limit) (Purves, Brink, MSC)</p> <p>Need to add Prioritizing a list for projects (bond \$) to January agenda</p>

visions as well as discussing and asking questions about information in PPR documents.

Announcements – Student Run Project was a great success.

Adjourn - Meeting adjourned at 4:41 pm.

Future Business

Future Agenda Items

AS Exec to develop policy on Faculty Fund expenditures
ACCJC Follow up Report (Rebecca)
Student Death Policy (with Ed Policy)
Flexible Calendar (1st meeting in March)
Master Planning (Alma group – Jan?)
Posting Policy (January or Feb)
BP's & APs
Open Educational Resources and affordability act
Bookstore Markup Policies (Mike?)
International Baccalaureate (Debbie)
How do we make sure all voices (PT & FT) are heard and are represented?
Senate Meetings (is twice a month adequate?)
Update on what is being done to support reentry students
CHC Website updates (Kristi to address)

BP & AP Review Cycle:

[Click here to view CCLC Policies & Procedures](#)

Nov: AP4021, AP4022, BP4026, AP4026

Dec: BP4060, AP4060, BP4225, AP4225, BP4231, AP4231

Jan: BP4300, AP4300, AP5011, AP5012

Feb: BP5015, AP5015, BP5035, AP5035, BP5052, AP5052

Mar: BP5140, AP5140, BP5205