

Crafton Hills College

Academic Senate Agenda

Date: Jan 20th, 2016 (3:00pm-4:45pm)

Next Meeting: Feb 3rd, 2016

Time: 3:00p.m. – 4:00p.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	Robert McAtee
Jeff Cervantez	Liz Langenfeld	Jim Holbrook	Mariana Moreno
Richard Hughes	Mark McConnell	Meridyth McLaren	Evan Sternard
Julie McKee	Dean Papas	Gary Williams	-1
Patricia Menchaca	Snezana Petrovic	-1	<u>Part-Time Reps (4)</u>
Ernesto Rivera	Jeff Schmidt	<u>Senators at Large(6)</u>	Dianne Purves
-3	-2	Diane Pfahler	Yvonne Bastedo
			Alicia Hallex

Guests: George Miller (AS clerical support) Rebeccah Warren-Marlot, Sherri Wilson, Jeff Warsinski

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 called to order 3:09	
Statements from the public	None	
Administrative Report (5 min)	FTE'S lower than last year. Larger 9 week sessions. Need a 6% growth may hit 5%.	
CTA Report (2 nd mtg) (5 min) McLaren	Elections for Union Officers. Run by Faculty, need participants. Election Training on Feb. 5 th at CTA office	
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	Spring Term (change in date for chancellor's visit) Clerical Support for AS Committees Academic Senate: Miller, George (x3215) Chairs: Bender, Mary (x3344) Honors: Ruby Zuniga (x3394) Curriculum: St. Jean, Sara (x3203) Basic Skills: Oliver, Laura (x3258)	
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	Educational Policy: Bender, Mary (x3344) Educational Technology: St. Jean, Sara (x3203)	
AS Senators	Seats open for 6 more Past-President or President-Elect Position Sherri Wilson has self-nominated to serve on AS	Motioned to add Sherri Wilson as a Senator. (Bogh, Brink MSC)
Approval of 12.16.16 Minutes & Voting Record	Minutes don't reflect attendance, record not complete. Will wait for complete minutes for approval. 1 st of February	Motioned add additional info to minutes and bring back. (Purves, McConnell MSC)
AS Committee Reports 1st meeting of the month (5 min): A. District Assembly (Jim) B. Chairs (Mark) C. Honors Steering (Debbie) 2nd meeting of the month: (5 min) D. Curriculum (Robert M) E. Basic Skills (Patricia) F. Educational Policy (Rich) G. Educational Technology (Denise) Other Reports (as needed) SSEEM (1 st meeting - Dean) EPI (Robert) SSSP (as needed) Student Equity (as needed)	A. B. C. D. E. F. Work is continuing on the AP's and BP's as per the timeline. G.	
Old Business		
International Non-Credit MCHS	Status on these research and plan development positions (job descriptions attached): Modify job descriptions, to align with the resolutions that the chc academic senate approved in the fall. Bring back for review by the body for the first meeting in February.	
Distance Education Plan (Denise)	Finalized plan met the ACCJC Requirement	Motion to approve DE plan by (Brink, Purves MSC)
New Business		
Daniel Bahner	Recommendation for Postumous Emeritus Status Discussion included a recommendation to add an additional bullet item recognizing Daniels work with to enhance the transfer culture at CHC. Recommendation to use \$250 fo the Faculty Association Funds to purchase a brick for Daniel in recognition of his Academic service to Crafton Hills College. -	Motion to award Professor Emeritus status for Dr. Daniel Bahner. (Brink, Bryant MSC) Motion to purchase a brick in honor of Dr. Daniel Bahner (Bogh, Bastedo Abstained: Holbrook MSC)
Advancement in Rank Associate Professor to Full Professor	Amber Contreras and Michael Sheahan	Motion to confer advancement in Rank for Amber Contreras and Michael Sheahan.

		(Holbrook, Bastedo MSC)
ACCJC Follow up Report (Rebecca)	<ul style="list-style-type: none"> - 81% of syllabi collected, 81.5% with SLO's - Substantive change report for Distance Education will be developed and forwarded to the Academic Senate for review prior to sending off to ACCJC in March - College Catalog now up to date and on time. - Catalog committee focuses as a work group to improve content. - Survey to students gages accessibility of college website. - Discussed Accreditation findings report, some concerns were raised. 	

Announcements: none

Adjourn: 4:53

Future Business

Future Agenda Items	<p>Advancement in Rank (Feb 2nd) Breanna Andrews, Patricia Menchaca, Dean Papas.</p> <p>Bookstore Markup Policies (Feb 3)</p> <p>Posting Policy (Feb 17)</p> <p>AS Exec to develop policy on Faculty Fund expenditures</p> <p>Chancellor to Present to AS (March 2nd)</p> <p>Course Caps (with Chairs)</p> <p>Student Death Policy (with Ed Policy)</p> <p>Flexible Calendar (1st meeting in March)</p> <p>BP's & APs</p> <p>Open Educational Resources and affordability act</p> <p>International Baccalaureate (Debbie)</p> <p>How do we make sure all voices (PT & FT) are heard and are represented?</p> <p>Senate Meetings (is twice a month adequate?)</p> <p>Update on what is being done to support re-entry students</p> <p>CHC Website updates (Kristi to address)</p>
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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