

Crafton Hills College

Academic Senate Agenda

Date: May 6th, 2015 (3pm-5pm)

Next Meeting: August 14th 2015

Time: 9:00 – 3:30 p.m.

Location: Yucaipa Police Station

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 & Human Dvlpmnt(6)</u>	<u>Student Services(5)</u>
Denise Allen-Hoyt Jeff Cervantez Richard Hughes Julie McKee Patricia Menchaca Ernesto Rivera	Ryan Bartlett Robert Brown Catherine Hendrickson Liz Langenfeld Jessica McCambly Mark McConnell Dean Papas Snezana Petrovic Jonathan Townsend	Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Diane Pfahler Gary Williams	Debbie Bogh Daniel Bahner Robert McAtee Evan Sternard
<u>Part-Time Reps</u> *Dianne Purves *Yvonne Bastedo			<u>Senators at Large(5)</u>

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	Called to order at 3:06. First meeting of the new senate.	
Administrative Report (5 min)	Bryan to provided update on Course Caps Some classes have been scheduled for too long. May see some of your class times reduced by 5 minutes. 3 Peaks Challenge this weekend. Continue to look into device required classes. Summer schedule is posted Fall schedule being finalized. Spring schedule planning is coming – May 15 th Chair voting has begun. Decisions are forthcoming. 6 new position – fire and chemistry positions, offered. Copy center transition is starting. Some nervousness – will keep everyone up to date on the transition. Working on DE coordinator position. Honors program is being institutionalized (grant is going away). One of the first steps is hiring the coordinator. Educational master plan is coming. ?s – do we get paid for doing SLO's? yes.	

	Fiscal planning meeting – money going into the district is going to increase for the next three years.	
CTA Report (2 nd mtg) (5 min) McLaren		
Classified Senate Report (1st mtg) (3 min)	Second reading of resolution is support of the local leadership for the college.	
Student Senate Report (1st mtg) (3 min)		
Treasurer's Report (1st mtg)	4.0 scholarship fund. What does the body want to do? Thanks for the contributions to the 4.0 scholarship fund. Now have \$1092.00. Collected the rest of the money during the meeting. \$1442.00 General fund – have not yet received a statement.	
Senate Business		
Senators at Large	Approve Laura Winningham as a Senator at Large – retracted her request.	Motion: to add Tom Bryant to the senator at large list (Bogh, McCambly, MSC) Motion: to approve Tom as the senator as large (Hendrickson, Langenfeld, MSC)
5-17 AS Officers Election	Academic Senate shall elect officers for the 15-17 term Need a senator to take over the election for the president position. Nominations for president – Denise Allen, Denise accepts. VP- Jessica – accepts - Secretary – Meridyth Treasurer – Julie – Historian – Evan Sternard Still need a president elect – no longer have a past president.	Motion: to elect Denise Allen as President of the Academic Senate for the 2015-2017 term. McCambly, Bastedo (MSC) Motion: Jessica (Holbrook, McLaren, MSC) Motion: Meridyth (McCambly, Holbrook, MSC) Motion: Julie (Holbrook, Bastedo, MSC) Motion: Evan (Bogh, Holbrook, MSC)
AS President's Report	Professor Emeritus – Resolutions have been written for the two retiring professors. Kathleen Gibson, Brad Franklin. Resolutions were read. Flyers for board meeting – please take and distribute. End of the Year Curriculum Committee report is available.	Motion: to bestow the title Professor Emeritus upon Kathleen Gibson (Holbrook, McCambly, MSC) Motion: to bestow the title of professor Emeritus upon Brad Franklin (Bogh,

		Hendrickson, MSC)
Approval of 4.29.15 Minutes & Voting Record	Motion: to approve the minutes (Bahner, Hendrickson, MSC)	
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 (Kim S.) E. Basic Skills (Patricia) F. Educational Policy (Rich) G. Educational Technology (Denise) Other Reports SSEEM (1st meeting - Dean) EPI (Robert)	A. Chancellor was not present. Compressed calendar appointments were announced. APs and BPs were discussed. Need two faculty members to serve from 2016-2017. B. New chairs have been nominated. Discussion about who should be the chair of chairs. Will need a new chair in the fall. Also discussed future planning – do we want to plan for an entire year at a time or plan the semester one year out. Will present the list of best practices created by the chairs at summer plenary. C. Had a very successful honors research event. We are TAP certified – only about half of the community college honors programs are. Honors students have been accepted to many UCs and CSUs. Mariana has done excellent work to increase the number of students who are transferring. 44 Crafton students applied to UCLA – more than ever before. Honors students still only makes up 1% of our student population. But 26% of the students recognized at the student recognition. Faculty have received letters to distribute to the top performing students. Suggestions to create a press release with some of the statistical information. Also include in the report to the board and on the website.	
Employee Introduction		
Introduction of New Vice Chancellor of Human Resources	Dr. Norman joins the SBCCD from the San Bernardino County Superintendent of Schools where she served Assistant Superintendent of Human Resources since 2012, the Director of Certificated Personnel for three years, the Principal of Special Education for five years, and as a teacher with the Mulberry School for five years. She served as the Assistant Superintendent of Personnel Services with the Beaumont Unified School District for two years in between positions with the Superintendent’s offices. Prior to working in the Inland Empire, she was a teacher in the Los Angeles Unified School District and with The Growing Place. Early in her professional life, she attended West Point United States Military Academy for two years and served as a police cadet with the Santa Monica Police Department. Dr. Norman earned her doctorate in Educational Leadership from the University of Phoenix, her master’s degree and Credential in Educational Administration from CSU Los Angeles, her master’s degree in Child Development and Education Specialist Credential from CSU Los Angeles, and her bachelor’s degree in Child Development from CSU Los Angeles. She is currently enrolled at Taft Law School pursuing a Juris Doctor with an emphasis in Education Law.	
Old Business		

BSI Coordinator Resolution	Review and motion to accept or deny – Discussion: none	Motion: to approve SP15.05 for final reading (Holbrook, Bastedo, MSC)
SLOs on the Course Outline of Record (curriculum request)	Provide direction to Curriculum Committee on where the SLO field should be added in curricunet. Required by ACCJC and was part of our recommendations. Need to address some of the language. SLOs are summative evaluations. Need to change where the wording – students will: not students will be able to: When changes are made to SLOs in curricunet it should be almost instantaneous – not taking days to go through the system. Recommendation for it to be a drop down box. A separate box that doesn't trigger a full review of the course outline.	
New Business		
None		
Study Sessions		
Summer Plenary	Summer Plenary Additional Agenda items? – August 21 st 2015 -	
Title V Grant (Keith)	Review and Provide input – need to submit May 19 th – open for comments and input. Need feedback by the end of next week.	
Other		
Future Agenda Items		
Statements from the public		
Announcements	Board Meeting – May 14 th End of Year Celebration – May 24 th – Post Graduation Yucaipa Valley Golf Thanks to all who attended the guest artist lecture and exhibition. Thanks to Denise for all of her hard work this year. Dance show this Friday. Great, great show. Music recital this morning – 2 more student performances next week. Next Thursday (all day) fusion of art and music performances around campus. Get your end of the year celebration tickets – EMS cadets -	
Adjourn		
Future Business A. SLOs on the course outlines of record (May 6 th) B. Course Caps (May 6 th) C. Vote of no confidence (summer plenary) D. Faculty Fund (policy) (summer plenary) E. 4.0 Scholars (summer plenary) F. International Program (summer plenary) G. Non-Credit Program (summer plenary) H. MCHS (summer plenary) I. IB Credit (sent to chairs chairs) J. Faculty Hiring Prioritization (sent to chairs)		