

# Crafton Hills College

## Academic Senate Agenda

Date: Sept 16<sup>th</sup> 2015 (3:00pm-5:00pm)

Next Meeting: Oct 7th 2015

Time: 3:00 – 5:00p.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 &amp; Instr. Suprt (9)</u>	<u>Career Ed &amp; 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(6)</u>	Dianne Purves
-3	Jeff Schmidt/Marina Kozanova		Yvonne Bastedo
	-2		Alicia Hallex

**Guests:** Alicia Hallex, Marilyn Hope, Bryan Reece, Greg Schultz, Tara Schultz, Mark Snowwhite, Joel Vincent

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		
Statements from the public	<ul style="list-style-type: none"> <li>• Tara Schultz, Crafton Student – presented her issues with the CHC English 250 graphic novels course. She asked the senate to require a warning on the schedule about graphic content, and to get rid of the books from the course content. She asserts the AS is responsible for creating and approving this course; as such the AS should fix it.</li> <li>• Greg Schultz, Yucaipa resident. Provided copies of materials from the course novels and read excerpts from some of the English 250 books.</li> <li>• Marilyn Hope, Yucaipa resident. Feels that we need to teach our students to be of a higher quality. Teach them things that will help them excel.</li> <li>• Joel Vincent, 1975 Crafton graduate &amp; Yucaipa resident requested that faculty include full disclosure in syllabi, transparency of course content. Academic Freedom is important but students should be able to choose a class with full</li> </ul>	Request to agendize a request to the guest speakers.

	<p>knowledge of the course content. Graphic pictures and words do impact young people.</p> <p>Public Perception is still that we are not accredited.</p>	
<b>Administrative Report (5 min)</b>	<p>Dr. Bryan Reece presented. 1</p> <ol style="list-style-type: none"> <li>1. Update on Accreditation. Summary of recommendations and progress was distributed. Still a few issues to resolve before March.</li> <li>2. New late start classes coming online.</li> <li>3. 5<sup>th</sup> in the state for Transfer Degrees!</li> </ol>	
CTA Report (2 <sup>nd</sup> mtg) (5 min) McLaren	First CTA Luncheon today. Discussed increase in district budget, will be negotiating salaries and working to increase full time faculty.	
<b>Classified Senate Report (1<sup>st</sup> mtg) (3 min)</b>		
<b>Student Senate Report (1<sup>st</sup> mtg) (3 min)</b>		
<b>Treasurer's Report (1st mtg)</b>	Need a motion to approve reimbursement Dean Papas for the welcome back Barbeque. Promote 4.0 scholarship fund (hand out signup forms – post on website) – move to next meeting.	Postponed till Oct meeting
<b>Senate Business</b>		
AS President's Report	<p>Presented part of district budget. Outlined changes in amounts and percentages. What support does the AS President need from us? Need to have a statement that reminds the district about the importance of collegial consultation and that budget processes is a 10+1. Recommendation to write a resolution. A large change was made in the budget with no conversation. Not that the increase isn't necessary, but a conversation and transparency is vital – was a recommendation from ACCJC. Is there a more detailed breakdown of the expenditures? Yes. Can we request a more detailed report of changes before future budgets are voted on? Yes, budget committee can request that.</p> <p>Resolutions from Valley on noncredit and international programs follow our resolutions. Our Noncredit and international resolutions are going to Crafton Council.</p> <p>Other resolutions from Valley were also sent out. Recommendation to support Valley even though the resolutions do deal with issues specific to Valley at this point. The issues with the AS president is an HR problem, and we are being held accountable for HR problems.</p>	<p>Exec will draft a resolution. AS President will find out where the money for her degrees is coming from. If it is district money, then it is our issue.</p>
AS Senators	Seats open for 5 more	
Approval of 9.2.15 Minutes & Voting Record	<b>Motion:</b> to approve the minutes and voting record (Purves, Bailes, MSC 5 abstentions, Bastedo, Bell, Bogh, Menchaca, Williams)	
<b>AS Committee Reports</b> 1st meeting of the month (5 min): A. District Assembly (Jim) B. Chairs (Mark)	<p>D. Had the first meeting. If we want SLOs on the course outlines of record, send them to Kim.</p> <p>E. Review and provide comments on first draft of Basic Skills Report –Have to have Senate sign off on</p>	Motion: to approve the Basic Skills Report (Stenard,

<p>C. Honors Steering (Daniel) 2<sup>nd</sup> meeting of the month: (5 min) <b>D. Curriculum (Kim S.)</b> <b>E. Basic Skills (Patricia)</b> <b>F. Educational Policy (Rich)</b> <b>G. Educational Technology (Denise)</b></p> <p>Other Reports SSEEM (1<sup>st</sup> meeting - Dean) EPI (Robert)</p>	<p>the report. Due October 1. F. Had the first meeting. Reviewed the charges. G. Will meet next week. Draft plan is completed. Additional money can be used to cover two @One classes for faculty.</p>	<p>Bastedo, MSC)</p>
<b>Old Business</b>		
<p>Vote of No Confidence</p>	<p>Update from Valley AS – received some comments of concern from a faculty member. Valley is proposing that they will not sign the follow up report if the documentation of district issues is not included. A third party complaint could result in sanctions. But any action would be taken against the college, not the district. This is a flawed system. If we don't do something, the issues will not be fixed. We have asked for a response. We need to give them time to give their response. If they don't or the response is not satisfactory, then we could act. Discussion: need to give them sufficient time to draft their response.</p>	<p>Motion: to direct the AS President to set a deadline of November 13<sup>th</sup> from the Board on our request for a written response. (Williams, Bailes, MSC).</p>
<p>CANVAS/Blackboard updates</p>	<p>New @one course will be in CANVAS – if you take the class you will get to preview CANVAS</p>	
<p>Course Caps (Bryan)</p>	<p>None</p>	
<p>BP/AP on Grading Policies</p>	<p>Review for possible revision recommendations – Policies were distributed. Can not be a college decision, must be a district. Very few community colleges have a +/- system. Do not seem to be a compelling argument that it will benefit the students. Makes transfer a bit more complex. We could send out a survey to ask how faculty feel about it.</p>	<p>Motion: stay with current system (Purves, Sternard, MSC)3 nay Menchaca, Bastedo, Hughes</p>
<b>New Business</b>		
<p>Syllabus Template</p>	<p>Review and make recommendations on content and use – Discussion: recommend to forward to Professional Development</p>	<p>. Motion: to approve the landscape version of the syllabus with a change to the course content recommendation (Kozanova, Bailes, MSC).</p>
<p>Curriculum Authoring</p>	<p>Move to a future agenda. “Adjunct faculty may write curriculum in their discipline as Co-Contributors as long as a full-time, faculty member from the discipline serves as the Originator. In the instance where there is no full-time CHC faculty in the discipline, the course outline may be submitted by the</p>	<p>No Action – held till next meeting</p>

adjunct faculty however the course outline must be originated by the CHC department chair of the discipline. Managers are not allowed to originate or be co-contributors to course outlines. “ (curriculum committee bylaws 10.4.13 revise)

Announcements – Storyteller is at Yucaipa Market Night on Friday. Next week is Yucaipa Autumn Fest. Transfer Fair – Monday, Sept 28<sup>th</sup> AGS is still collecting boxes. Can help with packing if you need. Now have a FT Interim DSPS Counsellor. No AS meeting on Sept. 30<sup>th</sup>

Adjourn: Meeting was adjourned at 4:54 pm.

**Future Business**

Future Agenda Items

AS Exec to develop policy on Faculty Fund expenditures  
 Chancellor to address as on Oct 21<sup>st</sup>  
 Revisit program policies and approvals including transfer degree policy  
 Open Educational Resources  
 Bookstore Markup Policies (Mike?)  
 International Baccalaureate (Debbie)  
 Hiring Prioritization (Exec)  
 DE Plan (ETC)  
 How do we make sure all voices (PT & FT) are heard and are represented?  
 Senate Meetings (is twice a month adequate?)  
 Student services update (24/7)  
 Update on what is being done to support reentry students  
 Flexible calendar (chairs/Professional Dvlp)  
 CHC Website updates  
 International Program (Oct. 7<sup>th</sup>)  
 Non-Credit Program  
 MCHS Program