

Crafton Hills College

Academic Senate Meeting Minutes

Date: Oct 7, 2015 (3:00pm-4:45pm)
 Next Meeting: Oct 21st 2015
 Time: 3:00 – 4:45p.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: Jason LaCroix, Lisa Norman, Mark Snowwhite, Jose Torres, Esmeralda Vazquez, Rebeccah 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
Call Meeting To Order	Meeting called to order at 3:02.	
Moment of Silence	For the students who were either killed or injured in last week's shooting at Umpqua Community College in Oregon	
Statements from the public	Sunday was an amazing event – Herbivore Fest	
Administrative Report (5 min) Bryan	Rebecca Warren Marlatt reported. A. Update on Accreditation Report. Copy of the Powerpoint to be presented to the board was provided. CHC has focused on SLOs and have firmly established our process. College catalog is online. Good process for updating. Presentation does not cover recommendations for District improvement will not be part of this report. Still some concern about District level improvements, especially as related to board training.	

	<p>Concerns about the budget process and lack of transparency with final budget. Still working on the SLO on the evaluation tool. Tools committee request has gone out. Will send the document out for comments from the campus, as well as an additional evidence collection. Final report will be done in January, to board in February. Final report to ACCJC by March.</p> <p>B. Title 9 – Violence Against Woman – will be getting some tracking software for reports. Will also get some software for training- paid for through HR.</p>	
CTA Report (2 nd mtg) (5 min) McLaren		
Classified Senate Report (1st mtg) (3 min)	None	
Student Senate Report (1st mtg) (3 min)	Esmerelda Vazquez, student trustee for CHC, introduced Jason LaCroix who will be the new Rep. Working on Web portal (will come back to AS with proposal), book loan program.	
Treasurer’s Report (1st mtg)	<p>Balance stands at \$1383.79.</p> <p>4.0 scholarship fund forms are available. Recommend donating \$10/per month. Will also be doing the Give Big Fund – can use some of that money</p>	<p>Motion: to approve Dean Papas for up to \$115 for the Welcome Back BBQ (Hendrickson, Bogh, MSC 1 abstention, Holbrook)</p>
Senate Business		
AS President’s Report	<p>Valley President tuition reimbursement is coming from the district which means CHC is being assessed for the cost. How would the AS like to proceed with this issue?</p> <p>Looking for a faculty member to serve on the district Budget committee – let Denise or Jessica know.</p>	Will be agenized at the next meeting
AS Senators	Seats open for 5 more	
Approval of 9.16.15 Minutes & Voting Record	Motion: To approve minutes and voting record (Hughes, Purves, MSC 2- Papas Holbrook, abstention)	
<p>AS Committee Reports 1st meeting of the month (5 min): A. District Assembly (Jim) B. Chairs (Mark) C. Honors Steering (Daniel) 2nd meeting of the month: (5 min) D. Curriculum (Kim S.) E. Basic Skills (Patricia) F. Educational Policy (Rich)</p>	<p>A. Still an interesting time – need another CHC faculty member to serve. Suggested changes for 2510 not approved. Other BPs and APs that were addressed were distributed – all approved for first reading. Calendar committee reported.</p> <p>B. Mark McConnell reported: discussed CANVAS</p>	

<p>G. Educational Technology (Denise)</p> <p>Other Reports</p> <p>SSEEM (1st meeting - Dean)</p> <p>EPI (Robert)</p>	<p>migration. If anyone has any opinion, please let your chair know. Question about the side by side comparison - haven't seen it yet.</p> <p>Discussed the Churn. Scheduling – Prioritizing of hires. Chairs recommendations are not being reflected in the final prioritizing. Sticky Friday is October 16. Keith Wurtz presented on our SLO information. District will be distributing a survey on TurnItIn. Please complete and return. Mark McConnell was elected the Chair of Chairs.</p> <p>C. Honors Steering - number of honors students are increasing. 54 courses are offering honors. 9 will complete the honors program this fall. Honors faculty luncheon will be in November. New ambassadors have been chosen. Have established a deadline for joining honors each semester. The information about the change will be distributed to honors faculty and posted on the website. Honors conference coming up. Several students have already signed up. Will also participate in Club Rush. Will the information about the honors conference and workshops be sent to all faculty and students?</p> <p>H. Motion: to re-agendize (Hendrickson, Bailes, 1 abstention - Holbrook)</p> <p>SEEMM - new draft of the Student Success Plan – request to read and submit feedback. The document reads as more of a report than a plan, but it will give great insight to the program. A review of the pieces of the program was presented by Kirsten Colvey. Look at the SEEMM committee site to become familiar with the current forms and services.</p> <p>Comments – Admin needs to remind the state that if they want our input and feedback or feedback from any shared governance body, they need to give us more than a week or two turnaround. Although the document was only posted today, we do have a few weeks to read and provide feedback. Need to tell the Statewide AS that this lack of time for review and feedback is unacceptable. Are the 4 areas the same for everyone? Yes.</p>	
Old Business		
<p>Vote of No Confidence</p>	<p>Response from the board for AS review and comments</p> <p>Additional discussion and recommendaiton for next steps to occur at the October 21st meeting.</p> <p>Vote of No Confidence – whose budget paid for the</p>	

	attorney? Can find out.	
Resolution on District Budget Process	First Reading of Resolution F15.04	Motion: to approve for first reading (Bogh, Holbrook, MSC)
CANVAS/Blackboard updates	Process is moving forward with ETC – should have a recommendation to Senate first of Nov.	
Course Caps (Bryan)		Future agenda
New Business		
Response to 9/16 Public Comment	<p>Academic Freedom (Mark McConnell) Response to 9/16 Public Comment – recommendation to not provide a written response. There weren't actually questions to answer. Most things were statements. Should not let people who know nothing about our areas of expertise, influence us. We have nothing to apologize for or defend.</p> <p>We could thank them for helping us become even more firm in our beliefs. Should not bring attention to the issues. We should make a statement. This should be a part of a bigger discussion about how to empower students to express their beliefs when they differ from an instructor.</p> <p>This is a hot topic on a national level. Lots of articles in the Chronicle of Higher Ed. Need to be respectful of students no matter their belief.</p>	Motion: to forward to Ed Policy and include Instructional services as part of those conversations (Holbrook, Purves, MSC)
CHC Response to Student Death	<p>Policy (should we forward to Ed Policy for a review and recommendation?)</p> <p><i>Discussion:</i> didn't have anything official in place. Wanted to make sure we communicated with the family. Need to make sure we don't assume the student wants communication with the family. As instructors we need information about what we need to do if a student dies. Why would a student need a final grade if they have died? To determine the award of a post humus degree. Need to send a comments to Ed Policy – would like to remove it being a policy – guidelines, procedural direction</p>	
Announcements – 3 music students getting their Ph.Ds.		
Adjourn – In memory of the community college students who were shot and killed last Thursday at Umpqua Community College in Oregon. Adjourned 4:47 pm		
Future Business		
Future Agenda Items	AS Exec to develop policy on Faculty Fund expenditures Curriculum Authoring Policy Chancellor to address as on Oct 21 st Revisit program policies and approvals including transfer degree policy Open Educational Resources Bookstore Markup Policies (Mike?) International Baccalaureate (Debbie) Hiring Prioritization (Exec)	

	<p>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 (10/21) Non-Credit Program MCHS Program</p>
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