

# Crafton Hills College

## Academic Senate Minutes

Date: Nov 4, 2015 (3:00pm-4:45pm)

Next Meeting: Nov 18th 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 &amp; Instr. Suprt (9)</u>	<u>Career Ed &amp; Hmn Dvlpmnt(6)</u>	<u>Student Services(5)</u>
Denise Allen-Hoyt Brandi Bailes Jeff Cervantez Richard Hughes Julie McKee Patricia Menchaca Ernesto Rivera -3	Tom Bryant Catherine Hendrickson Liz Langenfeld Jessica McCambly Mark McConnell Dean Papas Snezana Petrovic Jeff Schmidt/Marina Kozanova -1	Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Gary Williams -1 <u>Senators at Large(5)</u>	Debbie Bogh Daniel Bahner Robert McAtee Mariana Moreno Evan Sternard <u>Part-Time Reps (4)</u> Dianne Purves Yvonne Bastedo Alicia Hallex

Guests: Bryan Reece, Mark Snowwhite, Rebeccah Warren-Marlatt, Peter King (Business faculty)

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 3:09 pm	
Statements from the public	none	
Administrative Report (5 min) Bryan	Dr. Bryan Reese reported. A. 3 Peaks challenge coming up on Saturday, November 14. Will be packing up approximately 20,000 pounds of food. B. Course Caps – course caps should be a pedagogical decision, but it is also a financial decision. Distributed a handout which shows financial impact of reducing the largest classes by 10%. Need to have a process that includes both the academic and fiscal issues represented. Started this process to get a baseline in the system. Will bring back the CAP numbers that are in Datatel as well as what the actual enrollment has been for the last few years. It is a complex issue to decide. Suggestion to create a subcommittee to deal with this. Need to have a good representation of people on the committee –	Re-agendize for next meeting.

	faculty who teach large classes, faculty who teach small classes and admin. Perhaps send to chairs.	
CTA Report (2 <sup>nd</sup> mtg) (5 min) McLaren		
<b>Classified Senate Report (1<sup>st</sup> mtg) (3 min)</b>	None	
<b>Student Senate Report (1<sup>st</sup> mtg) (3 min)</b>	None	
<b>Treasurer's Report (1st mtg)</b>	Continue to promote 4.0 scholarship and faculty funds. No changes in balance.	
<b>Senate Business</b>		
AS President's Report	Resolutions for Fall Plenary – revised resolutions were sent out. Updates will continue to be sent out. Many of the resolutions are surrounding the Baccalaureate degree. Will be an interesting weekend. Chancellor visited Jimmy Urbanovich's class about a civic engagement project they did. Encouraged the students to attend a board meeting if they had questions about the board's response to the vote of no confidence. Students asked several great questions - they were well informed.	
AS Senators	Seats open for 5 more	
Approval of 10.21.15 Minutes & Voting Record	Motion: to approve the minutes and voting record (Holbrook, Bastedo, MSC – Langenfeld, Moreno, Bell.)	
<b>AS Committee Reports</b> <b>1st meeting of the month (5 min):</b> A. District Assembly (Jim) B. Chairs (Mark) C. Honors Steering (Debbie) <b>2<sup>nd</sup> meeting of the month: (5 min)</b> D. Curriculum (Robert M) E. Basic Skills (Patricia) F. Educational Policy (Rich) G. Educational Technology (Denise) Other Reports <b>SSEEM (1<sup>st</sup> meeting - Dean)</b> EPI (Robert)	A. Chancellor did not show. Various topics were discussed. Some of the district accreditation recommendations are still not resolved. The board must follow their adopted policies including relying primary upon the academic senates on 10+1 matters. Currently there is a feeling of low trust when it comes to collegial consultation. B. Last meeting – sticky Friday. Churn is a challenge. Classroom space is still an issue C. 19 <sup>th</sup> Honors Luncheon. Will be celebrating 11 honors completers. Research conference on Dec 4 <sup>th</sup> . Deadline for proposals has been extended to Nov. 16. There will be poster and oral presentation. There will be a spring Honor's conference as well. Students who are thinking about presenting in the future should attend to see how it is done.  SSEEM – no report	
<b>Old Business</b>		
District Assessment for Degrees	(Same as item below)	
Hiring Prioritization Process	Review revisions – suggestions that were submitted were incorporated into the document. Will forward to Crafton Council	Motion: to approve (Holbrook, Purves, 1 nay – McConnell)
ACCJC Resolution (Denise)	2 <sup>nd</sup> Reading Resolution F15.05 Issues with supporting were expressed. There were statements without support. Our sanctions were	Motion: to not approve the ACCJC

	<p>issued because we had not made the progress we needed to from earlier reports. Accreditation can be frustrating but it doesn't mean that it isn't effective at fostering improvement. No guarantee that the next accreditation committee would be better. We don't have representation on the task force that is making this decision.</p> <p><i>Discussion:</i> (second motion) – comments against were good and should have been submitted in writing so they were not lost.</p>	<p>resolution for second reading. (Williams, Brink, MSF) (Individual votes are as noted on voting record) Motion: to approve for second reading (Purves, Sternard, MSC) (Individual votes are as noted on voting record)</p>
Reimbursement for Tuition	<p>Statement to the Board – recommendation to support valley's resolution. Discussion: talked to the Academic Senate President at Valley about this. CHC AS President will include a statement of support of the SBVC AS's resolution in her Nov statement to the board.</p>	<p>Motion: to add support to the AS President's statement to the board (Bogh, Sternard, MSC)</p>
<b>New Business</b>		
Student Equity Plan	<p>Rebecca Warren Marlatt reported. Summarized the basics of the plan. Have received an extension for expenditures. First Read – Document has been distributed as well as a comment sheet. Any suggestions or comments can be forwarded to Rebecca. Document must be forwarded to the board by November 21<sup>st</sup>.</p> <p>The increase of funds is done with no input from the academic side. The faculty approved a certain amount with delineated expenditures, but have not had any updates on how the money has been spent. Recommends the AS receive a financial report showing on how the money has been spent.</p>	<p>Motion: to reorder the agenda to move Rebecca's report – (Brink, Moreno, MSC) Motion: to accept for first reading with comments being submitted by November 18<sup>th</sup>. Revisions to the budget need to be presented to the AS with a report of new expenditure amounts and areas (Holbrook, Bastedo, MSC)</p>
Flexible Calendar (Dean)	<p>John Stankus has agreed to come to our meeting and discuss what this could look like. Will also be presented at chairs.</p>	<p>Will reagendaize for the next meeting.</p>
Distance Education Plan (Denise)	<p>Review and submit comments prior to Dec. 2 meeting Link has been forwarded by the ETC for AS review. Any person who would like to provide information on the document, the document can be opened up for editing. Let Denise know. Some parts of the document need to add input from specific individuals.</p>	<p>Add job descriptions to next agenda.</p>
Campus Posting Policy (Mike Strong)	<p>Review and submit comments prior to Nov 28 meeting Need to have the faculty who are most impacted by this document (Fine Arts) provide written input.</p>	<p>Will discuss at Nov 18<sup>th</sup> meeting</p>

OEI update (Denise)	ETC is in the process of putting together a recommendation. OEI has officially stated that students and faculty wanting to participate in the exchange, must be on CANVAS. The question is whether we want to participate in the exchange or not. What are the pros, cons?	ETC is working on a recommendation
Announcements –		
<ul style="list-style-type: none"> <li>• Alma group will come to the next AS meeting to discuss their role.</li> <li>• Please participate in the vote for the off salary money. CSU authorized a strike.</li> <li>• A Female conductor was appointed – only the 3<sup>rd</sup> female appointed to an orchestra that size.</li> <li>• Student music productions are starting. Flyers will go up soon. Student plays are coming up.</li> </ul>		
Adjourn – adjourned at 4:55 pm.		
<b>Future Business</b>		
Future Agenda Items	AS Exec to develop policy on Faculty Fund expenditures ACCJC Follow up report (Nov 18) Open Educational Resources and affordability act (Nov 18) Student Death Policy (with Ed Policy) Revisit program policies and approvals including transfer degree policy 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?) Student services update (24/7) Update on what is being done to support reentry students CHC Website updates Non-Credit Program MCHS Program	