

**Academic Senate
February 6, 2008
Approved Minutes**

Academic Senate President, Rick Hogrefe called the meeting to order at 3:05 pm.

Members Present: Daniel Bahner, Ryan Bartlett, Jane Beitscher, Debbie Bogh, T.L. Brink, Milly Douthit, Jodi Hanley, Steve Hellerman, Catherine Hendrickson, Rick Hogrefe, Jim Holbrook, , Sandra Moore, Meridyth McLaren, Catherine Pace-Pequeño, Snezana Petrovic, Ralph Rabago, Mark Snowwhite, Frances White, Sherri Wilson

Members Absent: Robert Brown, Kathy Crow, Marina Kozanova, JoAnn Jones, Damaris Matthews, Bob O'Toole, Mario Perez, Diane Pfahler, Gary Williams,

Guests Present: Larry Aycock, Alex Contreras, Candace Leonard, Erika Paddock

I. Administrative Reports

A. Vice President of Student Services Report

Alex Contreras reported that a phone campaign was put into effect last semester to contact students who applied but didn't enroll. The initiative was very successful. It perhaps helped increase enrollments this semester. Will make calls again this semester. The college is going to start information collection from students through the online enrollment process. Datatel upgrade has not been put into place yet. This is causing some issues with reports and online processes. Deadline for grants is coming up. Record number of student who applied for scholarships. 237 applications are in already. EOPS/CALWORKS mid semester progress reports are out. Please complete and return by March 28th. Health and Wellness Office will sponsor Sexual Responsibility Week including question and answer sessions with the "sexperts." Potential seminar topics in spring include Binge Drinking and Cancer Awareness.

Budget reports from state indicate that some of the programs, including the BFAP program could be reduced by 11%. Will not affect the grants given to students but will impact the money available for advertising of grants and scholarships.

Battle of the Bands last Saturday was a great success. High school visitation day was well attended and wonderfully executed.

Where are we with the enrollment management plan? No discussion since the meeting at the district last week. Want to make sure we don't get complacent with the growth that we have had.

ETC request for discussion and consideration regarding a totally online enrollment process and other services that need to be developed to support online students.

II. Approval of Minutes from January 23, 2008

Approved with corrections by consensus.

III. Treasurer's Report

The balance stands at \$3073.24.

IV. Other Reports

A. Classified Senate Report

Candace Leonard introduced herself as the VP of the Classified Senate. She will attend AS meetings as much as she is able. She would like to see the Classified Senate become more organized and effective. Is anyone from classified attended the accreditation meetings? Yes, Miriam Williams attended the last meeting.

B. Student Senate Report

Club Rush on Wednesday and Thursday. Thanks to faculty and clubs for participating. Battle of the Bands was very successful. 30 volunteers – judges were from the community and the college. It is very important that faculty support these events by attending. The students did an incredible job running the event. Faculty need to make an effort to attend at least some of the student sponsored events.

V. Senate President's Report

A. Prop 92/Measure M Results

92 failed – Measure M passed

B. Chancellor Search

First meeting is next Friday. Chair hasn't been chosen. Members are Gloria Harrison, Rick Hogrefe, Bob Temple, Jackie Buus, Donna Hoffman, Ed Gomez, Odette Salvagio, Kay Weiss, Michelle Crofer and 2 students (one from CHC and one from Valley).

C. Academic Majors Review

Five year review is coming.

D. Chairs Council

Looking to revise the Chairs Committee. Possibly redistribute duties to reduce the number of meetings chairs attend.

Concern that some chairs are being asked to do more than was originally part of their job description and are receiving pressure from administration to do extra duties. We should not make these changes to the Chairs Council without discussion.

It is a pattern for us to wait until issues become big before addressing them. We need to acknowledge and address issues at the beginning.

Make this an agenda item at our next meeting.

E. Gala

April 12th. Theme: In the 70s.

F. Accreditation visit

Visit scheduled for Oct. 6,7,8, 2008

VI. Old Business

A. **Action Item, 1st Reading:** Resolution S08.01 Catalog Rights

Motion : To approve as amended (Bahner, Brink, MSC)

Discussion: The last two resolved are redundant. They address what happens to students who are out for longer than one year.

Resolves don't help to explain the issue. Students are being offered choices they don't need to have. If we define continuous enrollment we don't need the other resolved.

1st Resolve - Delete the words 'or more'

2nd Resolve - Delete the words 'or students who have a break'

3rd Resolve - Replace one year with 'one year or more'.

This is what will go into the catalog

B. **Action Item, 1st Reading:** Resolution S08.02 Textbooks on Reserve

Motion: To approve for first reading. (Brink, Snowwhite, MS Referred)

Discussion: Does this violate any ethical issues? If you ask for a copy of a book from the publisher to put in the library for students they won't give it to you. The library is supposed

to purchase the text. Catherine will gather information about how much this would cost. Could use money in the Foundation to purchase texts. Why shouldn't we expect student to purchase the book for a class? Why should they take classes they can't afford. Supporting the practice of not buying texts is not something that faculty should support.

Motion: To refer the resolution back to the committee for revision in light discussion (Bartlett, Brink, MSR)

VII. New Business

- A. **Action Item:** Advancement in Rank

Motion: To approve listed faculty for advancement (Snowwhite, Hellerman, MSC)

Discussion: None

VIII. Committee Reports

- A. Curriculum - none

- B. Student Interests - none

- C. Planning and Budget – plans due last Monday, Program Review due last Friday.

- D. Title V Bridging/Title V Steering – Bridging and Advisory committee – meeting with BSI. Committee charged Daniel with coming up with an umbrella concept for organizing the BSI action plan. Excited about the upcoming Arts Day. Trifold brochure has been created. Purpose is to create interest in the college. Will be tracking to see how many of the students who attend the event enroll at Crafton.

- E. Educational Technology

Stipend incentives for instructors who want to create online courses.

At the last meeting, Glen Kuck presented on Edustream possibilities. Once all 4 video libraries are available, there will be a discussion about telecourses moving into an online environment.

District computing services is planning an upgrade to Blackboard 8.0 during Spring Break. If faculty feel strongly about this decision being made without any faculty input then Rick needs to e-mail Glen Kuck. Why couldn't they wait until summer? These decisions are being made without any faculty input or even discussion.

We need to collect a list of all of the issues we have had with DCS in the last 3 years.

DCS is being externally audited. We could put forth a vote of no confidence. Rick will be asking a faculty member to serve on the DCS committee.

Should we have this as a discussion topic for our next meeting? Perhaps wait until after we get a faculty member on the DCS committee.

- F. Scheduling – moving along – committee will have completed tasks by the end of the year and could possibly be dissolved. College hour will continue to be an issue. Working on getting 2-3 year matrix up on the website. College trying to assure students these classes will be offered so that students can make 2 year plans.

- G. District Assembly - AR 2260- conflict of interest, accepted, BP/AR 3720 computer use, approved and forwarded to Board of Trustees. No new materials or information on BSI or Report on Accountability. Some informal discussion of non-credit classes.

Issue of non credit classes – should we be giving college credit to students who are not reading at college level? We will have to address this issue.

IX. CCA Report

Rumor – that reassign time will be removed? Nothing on the table about this at this time. Has happened in the past when budget became an issue. Bowling Event scheduled for Feb. 23rd at Empire Bowl in Redlands.

X. Announcements

Faculty encouraged to donate their art work for the Arts Day.

Classified Luncheon – Thursday, April 17

Over spring break offering certification classes to classified employees and anyone else interested in incident command procedures.

XI. Statements from the Public

None

XII. Adjournment

The meeting was adjourned at 4:51pm.

Respectfully submitted,

Meridyth S. McLaren