

Crafton Hills College Academic Senate
Approved Minutes
August 22, 2007

Academic Senate President Rick Hogrefe called the meeting to order at 3:01 pm.

Members Present: Daniel Bahner, Ryan Bartlett, Jane Beitscher, Debra Bogh, T.L. Brink, Robert Brown, Kathy Crow, Milly Douthit, Jodi Hanley, Steve Hellerman, Catherine Hendrickson, Rick Hogrefe, Jim Holbrook, Marina Kozanova, JoAnn Jones, Damaris Matthews, Sandra Moore, Meridyth McLaren, Bob O'Toole, Catherine Pace-Pequeno, Mario Perez, Snezana Petrovic, Ralph Rabago, Mark Snowwhite, Frances White, Gary Williams, Sherri Wilson

Members Absent: Mark McConnell, Diane Pfahler

Guests Present: Kris Acquistapace, Judith Ashton, Gloria Harrison, Diva MacSeng, Cheryl Marshall, Ericka Paddock

I. Administrative Reports

A. College President Report

1. District lost over 800 FTEs during the 05-06 year. Last year Crafton had one of the best spring enrollments, however, despite the efforts of both campuses the district was still down by approximately 600 FTEs at the end of the 06-07 year. This will impact funding district wide. The College will need to be fiscally frugal this year, i.e., four vacancies, will only fill 2, reducing costs of conference attendance. Enrollments are up this year, however the colleges are having to make up FTEs that were borrowed from summer. We only have one year to make up the borrowing. The governor has signed the budget. Campus will examine budget and make planning decisions. Categorical programs should not suffer. We are 12 FTEs away from our Fall 04 numbers. 04 was one of the best Fall enrollments. This semester, 5181 of students enrolled - 1885 FTEs.
2. Computer system has been down, causing issues with students dropping and adding. Please be patient.
3. Student services system for making ID cards was not operational for the first day of class but was up by Tuesday.
4. Spring semester was very efficient in terms of class offerings, will look at replicating that this year.
5. Before requesting monies from the President this year, make sure it is a priority. Possibility of money for marketing and recruitment. President Harrison wants to get students involved with that as much as possible.

II. Approval of Minutes from May 16, 2006

Motion: To approve (Brink, Brown, MSC)

III. Treasurer's Report

Treasurer Jodi Hanley reported that the AS account balance is \$1474.24. Reminder to all faculty about dues, which are \$40/year, \$4/month. Comment from faculty was that we are starting off the year in a very good position, much better than past years. Please encourage colleagues who have not contributed to contribute. Can also be administrators.

IV. Other Reports

A. Classified Senate Report
None

B. Student Senate Report

a. New student senate representative, Diva MacSeng. Student Senate meetings are scheduled for Mondays at 12 in the Crafton room.

b. Three open offices, Diversity, Publicity and External affairs.

c. Suggestion to have all officers come to a future AS meeting.

V. Senate President's Report

1. Encouraged faculty to help in anyway with FTEs – add students when possible, help with student success and retention

2. Request from district to review Admin regulation on employee travel. Raise the level of reimbursement requiring board approval to \$1000 and increase per diem. Not technically an academic or professional matter, however, there was concensus from faculty to support.

VI. Old Business

A. **Action Item, 1st Reading:** Resolution F07.01 College Hour

Motion: To approve for first and second reading. (Brink, Snowwhite, MSC 2 nos)

Discussion: Any proposed time? VP Cheryl Marshall would like noon on a Tuesday, Wednesday or Thursday. Thinks it can be done without impacting FTEs. Will be looking at other colleges to see how they handle a noon college hour without impacting FTEs. Resolution states the faculty are in favor – the details will have to be worked out in later meetings.

VII. New Business

A. **Action Item:** Committee Charges 2007-2008

Motion: To approve (Perez, Bogh, MSC)

Discussion: Conflicting information about syllabi, term 'honors council' - should be Steering Committee.

B. **Action Item:** Funding Request for Welcome Back BBQ

Will be held on Sept. 7th 11:00 outside the cafeteria. Classified Senate will also contribute, Professional Development Committee asking for a donation from AS as well.

Motion: To donate \$100.00 to the Welcome Back BBQ (Jones, Matthews, MSC 1 abstention)

VIII. Committee Reports

A. Curriculum – Training on Monday for stand alone credit courses and Sept. 7th for Curricunet. October 14th deadline for course outlines.

B. Educational Policy - none

C. Scholarship - meeting 1st and 3rd Mondays, LRC 3:00

D. Student Interests – Committee is forming. Is there a program for grant writing?

E. Personnel Interests - none

- F. Budget and Planning - first training this Friday for Annual Program Planning.
- G. Title V Bridging/Title V Steering -none
- H. Educational Technology - none
- I. Professional Development – Kickoff BBQ – Sept 7th
- J. Scheduling - none
- K. Honors Steering - none
- L. Technology Planning - none
- M. GE Task Force - none
- N. District Assembly - none
- O. SLIC – first meeting Sept. 6th at 3:00

IX. CCA Report

Change in personnel – Kathy Kafella is stepping aside due to health problems – Julie Davis is stepping into the President position with a faculty member from Valley.
Contract negotiations? Nothing resolved

X. Announcements

Mark McConnell had his new baby girl – Aiko. Everyone doing just fine.
Steve Hellerman and Rich Hughes playing at the Little Fisherman in Redlands.

XI. Statements from the Public

None

XII. Adjournment

Meeting was adjourned at 4:01 pm.

Respectfully submitted,

Meridyth S. McLaren, Secretary