

# Crafton Hills College

## Academic Senate Agenda & Minutes

Date: May 15, 2013  
 Time: 3:00 – 4:45 p.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**

**Career Ed & Human Dvlpmnt**

**TL Brink**

Jim Holbrook

**JoAnn Jones**

**Meridyth McLaren**

Diane Pfahler

**Math, Eng & Instr. Suprt**

**Kathleen Gibson**

**Catherine Hendrickson**

**Dean Papas**

**Scott Rippy**

**Laura Walker - Adjunct**

**Sherri Wilson**

**Gary Williams**

**Arts and Sciences**

**Denise Allen-Hoyt**

Breanna Andrews

Robert Brown

Richard Hughes

**Jessica McCambly**

Mark McConnell - Sabt

**Julie McKee**

**Bob O'Toole**

Snezana Petrovic -PL

**Student Services**

**Debbie Bogh**

Damaris Matthews

Mariana Moreno

**Kim McCormick**

**Guests:** Ken Bryson, Judy Giacona, Steve Hellerman

TOPIC	DISCUSSION	FURTHER ACTION
Call Meeting To Order	3:04 pm – first meeting of the new senate	
Administrative Report (20 min)	<p>Cheryl Marshall reported.</p> <ol style="list-style-type: none"> <li>1. Growth plan – are not giving us a permanent change. Will cover 300,000 one time money. Budget committee will work on establishing a procedure for making permanent changes to the split.</li> <li>2. Acquatics director position has closed. Will be interviewing</li> <li>3. Research position – by internal transfer</li> <li>4. 4. VPI – closed – a good sized pool. May do some informal meet and greets for candidates. Will send letters to homes for faculty and staff not on the campus during summer. Request for direction about how to handle this</li> </ol> <p><b>Motion:</b> to have an informal meet and greet for the VPI candidates (Brink, Williams, MSC)  <i>Discussion:</i> captured/telecast would be good. Suggestions for collecting information – electronic survey, online eval, etc.</p> <ol style="list-style-type: none"> <li>5. 3 faculty positions will open                      PT computer tech, CDC Director, 2 PT accounting clerks, exec secretary (replace Cheryl Cox). FT marketing person in July.</li> </ol>	

	6. EOY party 7. Looking forward to continues and even more collaboration next year	
<b>Treasurer's Report (1<sup>st</sup> mtg of month)</b> (2 min) <b>McKee</b>		
CTA Report (5 min) <b>McLaren</b>	Contract opening in June 2014. Still need representation from Crafton on Exec Board.	
Classified Senate Report (3 min) <b>Mealey</b>	None	
Student Senate Report (3 min) <b>Razo</b>	None	
AS President's Report (10 min) Allen A. End of year staff celebration (Thurs May 23 <sup>rd</sup> – after graduation \$10) B. Budget committee report (2 <sup>nd</sup> meeting (as needed)	A. EOY party reminder B. Read resolution to Board of Trustees – they were receptive – especially to the online and 10+1 C. Moving forward	
Approval of Minutes 4/24/13, 5/1/13 & 5/8/13 (3 min) Allen	Will be on a future agenda.	
Committee Reports 1 <sup>st</sup> meeting of the month: A. <b>District Assembly (Kim McCormick)</b> B. Chairs (Julie McKee) C. Honors Steering (TL Brink) 2 <sup>nd</sup> Meeting of the month: D. <b>Curriculum (Hendrickson)</b> a. List of transfer degrees E. <b>Ed Policy (Hughes)</b> F. <b>ETC (McLaren)</b>	No reports	
Old Business A. Student Success Initiative – report (S.Wilson)	No report.	
New Business (20 min) A. Planning and Program Review Cycle - update B. Committees and committee sign up forms for 2013-2014 C. Suggestion for AS vacancies D. Summer Retreat E. Clarification on who is eligible to participate in the gradation ceremony F. ILOs and General Education Outcomes	A. Cycle will be 4 years. B. Please fill out and return. C. Have 2 openings 1- MERIS & 1- Student Services. Please send any suggestions to Denise. D. Scheduled for Thursday, August 15 <sup>th</sup> at the Yucaipa Community Center. E. Crafton Hills College hosts an annual commencement ceremony at the end of the spring semester. Recipients of an Associate of Arts, Associate of Science or Certificate who have graduated during the preceding summer or fall term or have applied to graduate during the spring term and have been cleared by the Admissions and Records Office will be eligible to participate in the commencement ceremony. Participation is encouraged although not required. F. Discussion on what ILOs and GE Outcomes – what are they? What is their purpose? How are each of these used? Need clarification on both.	
Future Agenda items/issues	<ul style="list-style-type: none"> <li>• Adult Ed</li> <li>• Fall Student/Parent Event</li> <li>• Improved Wi-Fi</li> <li>• Equitable distribution of shared governance</li> </ul>	
Announcements		

Statements from the public		
Adjourn		
<p style="text-align: center;"><b>Mission Statement</b></p> <p>To advance the education and success of students in a quality learning environment.</p>	<p style="text-align: center;"><b>Vision Statement</b></p> <p>To be the premier community college for public safety and health services careers and transfer preparation.</p>	<p style="text-align: center;"><b>Institutional Values</b></p> <p>creativity, inclusiveness, excellence, and learning-centeredness.</p>