

# Crafton Hills College

## Academic Senate Agenda & Minutes

**Date: January 29<sup>th</sup>, 2014**

Next Meeting: Feb 5th

**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.

<p>Members – Roll Call by Sign in  <u>Career Ed &amp; Human Dvlpmnt</u>  <b>TL Brink</b>          Jim Holbrook  <b>JoAnn Jones</b>  <b>Meridyth McLaren</b></p> <p><u>Senators at Large</u>          Rey Bell  <b>Patricia Menchaca</b></p>	<p><u>Math, Eng &amp; Instr. Suprt</u>          Kathleen Gibson          Catherine Hendrickson  <b>Dean Papas/Gwen DiP</b>          Scott Rippy  <b>Sherri Wilson</b>          Gary Williams</p>	<p><u>Arts and Sciences</u>  <b>Brianna Andrews</b>  <b>Denise Allen-Hoyt</b>  <b>Robert Brown</b>  <b>Richard Hughes</b>  <b>Jessica McCambly</b>  <b>Mark McConnell</b>  <b>Julie McKee</b>  <b>Bob O'Toole</b>  <b>Snezana Petrovic</b>          Diane Purvis (PT rep)</p>	<p><u>Student Services</u>          Debbie Bogh          Damaris Matthews  <b>Mariana Moreno</b>  <b>Kim McCormick</b></p>
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**Guests:**

	DISCUSSION / ACTION	FURTHER ACTION
Call Meeting To Order	AS President Denise Allen called the meeting to order at 3:06 pm.	
Special Presentations		
Administrative Report (5 min)	Bryan Reece presented information on current projects happening at the college.	
Treasurer's Report (1 <sup>st</sup> mtg) (2 min) McKee		
CTA Report (2 <sup>nd</sup> mtg) (5 min) McLaren		
Classified Senate Report (1 <sup>st</sup> mtg) (3 min)		
Student Senate Report (1 <sup>st</sup> mtg) (3 min)	Working on recruitment. Have quite a few events planned. Attended the Crafton Village presentation. Today hosted the Walk a mile in my shoes' event. Club rush Feb 4 <sup>th</sup> 10-4. In and Out truck will be here. Cameron now President of the regional SS.	

AS President's Report (10 min) <b>Allen</b>	Continuing to work on th Implementaion plan for athletics. January 2 – ACCJC barred from revoking Accreditation City College of SF.	
Informational/Action Item (2 <sup>nd</sup> mtg)	Courses In Curricunet as of 1-23-14	
Approval of Minutes (3 min) <b>Allen</b> 12.8.13 & 12.15.13	<b>Motion:</b> to approve the minutes from 12.4.13 (McConnell, Jones, MSC) <i>Discussion:</i> none <b>Motion:</b> to approve the minutes from 12.18.13 (McConnell, Petrovic, MSC) <i>Discussion:</i> none	
AS Committee Reports 1st meeting of the month: A. District Assembly (Jim) B. Chairs (Julie) C. Honors Steering (Debi) 2 <sup>nd</sup> meeting of the month: D. Curriculum (Mark M) E. Educational Policy (Rich H) a. Auditing policy F. Educational Technology a. Tablet Initiative Other Committee Reports G. SSEEMM (1 <sup>st</sup> meeting)	C. Clarification on honors SLOs and PLOs - There are program SLOs but course SLOs are the same as the non honors sections. Suggestion to make the defining characteristics of an honors course more available. Add to org handbook, webpage.	
Old Business A. Credit/Non-Credit classes <b>B. Department Chair</b> Counseling (orphaned courses) <b>C. Audit Policy</b>	A. Report as needed B. New Department Chair (welcome) – Robert McAtee C. Valley only had one suggestion to the policy based on their review. <b>Motion:</b> To approve the presented audit policy (Gibson, McConnell, MSC) <i>Discussion:</i> how is the fee determined? Ed code.	
New Business (30 min) A. Curriculum course Approval Process B. Title V Grant (Childers) C. Block Schedule (B Reece)	A. Handout sent out with the process of what happens to our curriculum after it is approved. An attempt to explain why it takes so long to get a course going. B. Karen presented on the open forum and Title V coop grant. Coop would require CHC to partner with another higher-ed institution. Can be public or private. Would start in October 2014 and run through Sept. 2019. There are 3 grant ideas. 1. Left Lane like project - counseling interns - partner with U of R. 2. A Educational Pathways project. 3. A Technology Initiative project. Still taking ideas for the grant. Suggestion for a partner with the Technology – should be one of the ones we worked with on the last grant, that we didn't get. Contact Glen Kuck for more info about that. We are not allowed to partner with Valley on this grant. C. Decision to extend college hour has been made. This requires we look at the scheduling of classes. Two options for time blocks. <b>Motion:</b> To support Option 1 (two hour blocks) (Brink, Hughes, 17 yea, 4 abstentions) <i>Discussion:</i> none	

Announcements	<p>This coming Friday will be a fundraiser for Phi Beta Lambda - Taco Village Mexican Grill.</p> <p>Employers on campus this week and next. Flyers were sent out through e-mail Please announce and distribute.</p> <p>February 21-22 – District has the Great Teachers Retreat. Will be held in Redlands.</p> <p>Friday in multipurpose room – creativity workshop then Soup a Palooza.</p> <p>Art show 4:30-7 pm on campus. Artist question and answer afterwards.</p> <p>Terrestrial club has a Superbowl poll going.</p>	
Statements from the public	Girl Scouts selling cookies – Mark can hook you up!	
Adjourn	Meeting ajourned at 4:35 pm	
<p>Future Business</p> <ul style="list-style-type: none"> <li>A. Class Size Process</li> <li>B. Program Discontinuance</li> <li>C. New Program Devlpmt</li> <li>D. Preview of the Electronic Ed Plan Tool</li> <li>E. CA virtual college Presentation (Trelisa)</li> <li>F. Confidence/no confidence policy (with exec)</li> </ul>		
<p><b>Mission Statement</b></p> <p>To advance the education and success of students in a quality learning environment.</p>	<p><b>Vision Statement</b></p> <p>To be the premier community college for public safety and health services careers and transfer preparation.</p>	<p><b>Institutional Values</b></p> <p>creativity, inclusiveness, excellence, and learning-centeredness.</p>