

Crafton Hills College
Academic Senate
2008-2009 Committee Charges

Curriculum

- Review and approve curriculum as submitted in a timely manner.
- Develop a procedure for the approval of courses for general education.
- Work with the Curriculum Committee at San Bernardino Valley College to ensure appropriate courses are equated.
- Work with discipline faculty to evaluate the currency of discipline-specific majors.
- Provide continued training to faculty in the process of writing curriculum, CurricuNet, and Title 5 changes.

Educational Policy

- Investigate and make recommendations regarding a statement regarding faculty rights and responsibilities regarding dropping students from classes.
- Investigate and make recommendation regarding education policies regarding acceptance of CLEP scores.
- Investigate and make recommendations regarding the issue of replacing unsatisfactory grades in repeatable courses.
- Investigate and make a recommendation regarding a transfer of credit agreement with Christian Community College.
- Work with Academic Exceptions Committee to identify frequently encountered problems, then investigate and make recommendations regarding changes in policy or procedure to address these problems.

Personnel Interests

- Plan and execute the Classified Appreciation Luncheon
- Conduct “Professor of the Year” and “Classified Staff of the Year” balloting.
- Investigate and make recommendations regarding the ability counselors and librarians to participate fully in committee work and professional development opportunities.
- Investigate and make recommendations regarding strategies to increase involvement of part-time faculty

Scholarship

- Investigate and make recommendations regarding a statement of best practices in constructing syllabi.
- Create a plan to increase the number of completed scholarship applications, including scholarship application workshops for students.
- With the assistance of the Executive Committee, create a means through which to collect and disseminate faculty research.
- Determine 2008 scholarship recipients according to identified criteria.

Student Interests

- Investigate and share findings regarding the future of an athletics program at the college.
- Make a recommendation to the College President regarding a commencement speaker.
- Investigate and make recommendations regarding availability of college support services during evening and weekend hours.
- Work with Director of Student Life to identify opportunities for faculty involvement in new and existing student life programs

Educational Technology

- Review and approve courses to be delivered at a distance as submitted in a timely manner.
- Continue to evaluate process by which online courses are judged and revise as necessary.
- Offer recommendations to the Academic Senate and administration toward the goal of continued growth of the college’s online program.

Chairs Council

- Investigate and make recommendations regarding establishment of a college hour.
- Investigate and make recommendations regarding common guidelines and practices for outcomes assessment campus-wide.
- Investigate and encourage development of “zero-level” courses appropriate for students enrolled in basic skills English, mathematics and reading courses.
- Continue to evaluate scheduling practices and make revisions as necessary.
- Participate in prioritizing annual planning request and make recommendations to annual planning, program review and resource allocation processes as necessary.
- Plan and oversee the assessment of general education outcomes.
- With the assistance of the Executive Committee, investigate and make recommendations to the faculty regarding strategies to offset the increased price of textbooks.

Honors Council

- Advise the honors program director regarding issues pertinent to the College Honors Institute.
- Oversee the development and submission of honors curriculum.
- Offer recommendations to the Academic Senate and administration toward the goal of growing the college’s honors program.

Executive Committee

- Work with college and district administration to address issues including the future of the golf course, evening dean arrangements, facilities use and a program discontinuance policy.
- Draft a collegial consultation document.
- With the assistance of the Chairs Council, investigate and make recommendations to the faculty regarding strategies to offset the increased price of textbooks.
- With the assistance of the Scholarship Committee, create a means through which to collect and disseminate faculty research.