

Crafton Hills College
Academic Senate
DRAFT 10-11 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.
- Provide training to committee members on the course approval and on stand alone courses

Educational Policy

- Investigate and make recommendations regarding a statement regarding faculty rights and responsibilities regarding dropping students from classes.
- 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.
- Investigate issues of a sunset policy on the no-repeat policy for courses due to the changing content of the certain courses.

Honors Steering Council

- Investigate, develop and oversee the implementation of a fully functional honors program

Educational Technology

- Review and approve DE instructors and courses.
- Continue to evaluate process by which online instructors and courses are evaluated and revise as necessary.
- Offer recommendations to the Academic Senate and administration toward the goal of continued growth of the college's online program.
- Update/revise Distributed Ed Plans
- Develop and provide content for a DE Portal
- Address accreditation recommendations

Chairs Council

- Work with the VPI on issues regarding instruction.
- 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.
- Investigate and make recommendations regarding a statement of best practices in constructing syllabi.

Executive Committee

- Oversee the function, role and charges of all academic senate committees
- Facilitate the assignment of issues to senate committees
- Provide leadership in concert with other campus constituents
- Manage and provide recommendations and direction in regard to senate reports and resolutions
- Assign an academic executive representative for designated campus committees