

Crafton Hills College Academic Senate
Approved Minutes
4 April 2007

Academic Senate President Rick Hogrefe called the meeting to order at 3:02 pm.

Members Present: Daniel Bahner, Debra Bogh, T.L. Brink, Bob Crise, Kathy Crow, Jodi Hanley, Steve Hellerman, Catherine Hendrickson, Rick Hogrefe, Jim Holbrook, Denise Hoyt, JoAnn Jones, Mark McConnell, Meridyth McLaren, Catherine Pace-Pequeno, Snezana Petrovic, Diane Pfahler, Ralph Rabago, Jim Urbanovich

Members Absent: Jane Beitscher, Robert Boehm, Matt Henes, Marina Kozanova, Lynn Lowe, Damaris Matthews, Robert McAtee (on sabbatical), Bob O'Toole, Frances White, Gary Williams, Sherri Wilson (on sabbatical)

Guests Present: Gloria Harrison, Reuben Harrison, Ericka Paddock

I. Administrative Reports

A. President's Report

1. At this point Developmental budget is a rollover. Not sure about COLA or other budget changes until the May revise. Negotiations still continuing with CTA about benefits and salaries.
2. Enrollment is still down as a district. Will be borrowing from summer to make up spring. Classes and funds are calculated on a weekly census basis. The college has had the best enrollment ever for spring. Have begun a recruiting process.
3. Thanks to those working on the Educational Master Plan. Classified staff have also been invited to participate. 50 classified attended the first open session. All faculty encouraged to continue attending the forums. Gloria would like to bring in a branding company to help with promoting the college once an identity has been established.
4. SLOs are progressing. Some departments are further ahead than others, but it is something that has to be done. 80% of colleges being accredited are receiving multiple visits and repeated scrutiny. Has motivated the college to do the things we have been talking about doing for the last few years.
5. Thanks to those that attended the Gala. Raised approximately \$40,000. Raised \$2500 for books on campus. Will continue to do some fundraising for books and book grants.
6. Looking at the possibility of having the Faculty Ethics Statement be printed on bookmarks, to remind faculty about professional responsibilities.
7. Good to see so many students on campus for Student Appreciation Day.

II. Approval of Minutes

- A. Minutes from March 7, 2007 approved by consensus.

B. Minutes from March 14, 2007.

Motion: To rename them notes and approve (Brink, Pfahler MSC)

III. Treasurer's Report

Treasurer Jodi Hanley reported that the AS account balance stands at \$2785.92. Spent \$500 for Gala.

IV. Other Reports

A. Classified Senate Report

None

B. Student Senate Report

Student Appreciation Day was a great success. One of the biggest student events on campus so far. Sports Day April 13th, not sure if there will be a faculty team.

Theatre show coming up this Friday and Saturday contains some controversial subject matter probably not suitable for children.

V. Senate President's Report

A. Deadlines for Senate Action

Items must be given to AS no later than next Tuesday (April 17, 2007).

B. Statewide Academic Senate Plenary – April 19-21st

Jodi Hanley and Rick Hogrefe will be attending.

C. Educational Master Plan Forum

Friday, April 6 will be the last two forums. Also, mark the date for the first round of accreditation reporting.

D. Classified Appreciation Luncheon

April 12th from 11:30-1:00. Need more salads and sides. Will we invite district classified? Invite this year or do something specific for the District classified next year? Majority said no to inviting this year. Holbrook will explain that this year the campus is going to focus on our Classified Staff.

E. Senate, Officer and District Assembly Elections

Two faculty positions are open. If more than two people are interested elections will be held on April. District Assembly is the consultation committee to the Chancellor. Meetings are held the first Tuesday of the month at the District at 3:00. A good opportunity to learn about campus and district issues.

F. Etienne Wenger Workshops

April 19th and 20th. Wenger is an International speaker and writer on learning communities and communities of practice. Can reserve spaces online at the Crafton Hills web page.

G. 2007-2008 Budget Process

Classes are going to be cut for fall. Why? We don't budget the money for adjuncts. Part time funds will be down next year so not as many sections can be taught by adjunct. Does the Senate not have the right to determine the process for how class reduction is done? Faculty does not have the right to decide what is taught but we should have a policy for reducing classes that can followed by the administration. There needs to be a discussion about the processes that are put into place. If we are to grow, then we need to make wise and informed decisions.

H. Professors of the Year congratulations.

Congratulations given to Debbie Bogh and Diane Pfahler.

VI. Old Business

A. **Action Item, 1st Reading:** General Education Program Proposal

MOTION: Approve to read (Bahner, Brink, MSC – 1 no)

B. Action Item, 1st Reading: DE Validation of Faculty Readiness Form/Process

MOTION: Approve to read (Pfahler, Rabago, MSC – 1 no)

Discussion: Why the term 'pedagogy'. Change to 'training in online instruction'? A few grammatical changes recommended.

C. Action Item, 1st Reading: CHC Academic Senate By-Laws

MOTION: Approve for reading (Rabago, Pfahler, MSC)

Discussion: Corrections on wording. How many Senators at Large will there be? Only one. Chairs council are they just advisors to the VP of Instruction? Rework duties to be more in line with other committees. Should all committees be required to meet at least once a month? A few grammatical corrections.

VII. New Business

A. Action Item: Election of Curriculum Chair 2007-2008

Motion: To approve Kim Salt as Curriculum Chair (Jones, Brink, MSC)

B. Discussion: Revised Curriculum By-Laws

Should the AS review and approve curriculum decisions? It is a standing motion to let the curriculum do their work without needing approval from the AS. Should say in Art. 2A. – 'at the discretion of the Academic Senate'. The current process does allow for transparency in the Curriculum Committee's decisions. In VI add 'AS will review and approve the process.' 3B change to 'have the majority of the committee be faculty.'

C. Discussion: BP 3720/AR 3270 Computer and Network Use
Delayed until next meeting.

VIII. Committee Reports

A. Curriculum – only 3 meetings left this semester. Next meeting is a Curricunet training
Looking at how to effectively review 6 year revisions and new courses.

B. Student Interests - none

C. Budget and Planning – had the 2nd 4 hour workshop. Have created the 9 questions for program review for all areas except Technology. Next meeting will focus on what data will be necessary to support the questions.

D. Title V Bridging/Title V Steering – had the quarterly meeting last week. Minutes will go out to the campus.

E. Educational Technology – met today. Approximately 20 courses to look at for fall.

F. Scheduling - none

G. District Assembly

1. CHC still has one vacancy in the classified area.

2. Suggested that Jones and Holbrook be re-elected (terms expire 07). AS to discuss.

3. Compressed calendar committee continues to meet. The committee is discussing some data collection and testing.

4. District reports were presented.

5. Faculty hiring policy will be forwarded to the BOT in May.

6. Adjunct and Equivalency in final discussions and should be forwarded through official sections {HR} to BOT may be in June.

7. Minors on campus continues to need more discussion from the Senates.

8. Last meeting of the year will be the May meeting.

H. Student Learning Improvement Cycles - none

I. Chairs Council - meeting this Friday. Will discuss the Master Plan. Are happy to submit minutes from all previous meetings.

IX. CCA Report –

Cocktail party on April 16th.

X. Announcements

Students playing at Rubio's Thursday night. Music club will get 20% of profits.
Reminder to attend the theatre productions.
Career Fair – Wednesday April 18th.

XI. Statements from the Public

State Senate is taking a position on student learning that is different from the position and philosophy of the accreditation process. The AS needs to add this issue to the agenda and discuss in more detail next academic year.

XII. Adjournment

The meeting was adjourned at 4:46.

Respectfully submitted,

Meridyth McLaren, Secretary