

**Academic Senate  
January 23, 2008  
Approved Minutes**

Academic Senate President, Rick Hogrefe, called the meeting to order at 3:05 pm.

**Members Present:** Ryan Bartlett, Jane Beitscher, T.L. Brink, Robert Brown, Jodi Hanley, Steve Hellerman, Rick Hogrefe, Marina Kozanova, JoAnn Jones, Damaris Matthews, Sandra Moore, Meridyth McLaren, Bob O'Toole, Catherine Pace-Pequeño, Mario Perez, Ralph Rabago, Mark Snowwhite, Gary Williams, Sherri Wilson

**Members Absent:** Daniel Bahner, Debbie Bogh, Kathy Crow, Milly Douthit, Catherine Hendrickson, Jim Holbrook, Snezana Petrovic, Diane Pfahler, Frances White

**Guests Present:** Judith Ashton, Larry Aycock, Gloria Harrison, Cheryl Marshall

**I. Administrative Reports**

**A. President's Report**

1. Enrollment – quite a few sections with low enrollment, including some late start classes. Working on increasing enrollment for those sections. Overall our enrollment up by 4.9%.
2. Budget – Indication is that there will be cuts. What and how much has not been determined. Categorical programs will most likely be the area where cuts of approximately 5% take place. The college is determined to not have any layoffs, but we will need to look at what we can do to reduce costs. At this point there will be no COLA and no budget increases for next year. We will go with last year's budget. Most departments will be given a three year budget. Departments are not doing a lot of budget transfers. This is good. It means the planning process is beginning to show effectiveness. We are putting the money where it needs to be to start. Need to be careful with utilities. We will go to the 4 10s in June. Need to be good about prioritizing at all levels. Commitment to continuing marketing efforts as they have been successful both here and at Valley. One time funds have been and will again be used for utilities.
3. Vice Chancellor of HR has resigned. John Matulich will be the acting VC of HR.

Will our increase in enrollment influence the amount of distribution from the District? Our three year average is not significantly more than the 30% it has been.

**II. Approval of Minutes from December 5, 2007**

Approved by consensus

**III. Treasurer's Report**

The balance stands at \$3073.24.

**IV. Other Reports**

- A. Classified Senate Report  
None

B. Student Senate Report

Battle of the Bands (BOB) is less than two weeks away – Feb. 2<sup>nd</sup>.

January 30<sup>th</sup> – Club Rush

Friday, Feb. 1<sup>st</sup> – High School Visitation Day – would like clubs to have booths.

V. **Senate President's Report**

A. Chancellor Search

Hogrefe is serving on the committee. Job announcement has been sent out. Any comments about content or grammar should be sent to Rick. There will be no public forums as part of the search. There will be students from both CHC and Valley on the committee.

B. Textbook Issues

See below

C. Basic Skills Initiative

There has been a lot of interest from the faculty in the initiative. These names will be presented at tomorrow's BSI Task Force meeting. The budget has been cut but this initiative has not been removed.

D. Budget

There will be budget cuts; however, the district and administration realize they cannot cut programs as severely as they have in the past. They are looking for input from faculty. The real issue is going to be in Categoricals. Also asking the district to look at where they can cut costs. What happens will have a lot to do with the new Chancellor. The new Chancellor may have a different view of how things should be run.

VI. **Old Business**

None

VII. **New Business**

A. **Action Item:** Commencement Speaker

Choice for speaker - Hillary Clinton was invited. Her staff responded that she will attend if possible. Other suggestions included Debi Farris-Cefelli, Mitch McKee and Mayda Gomez.

**Motion:** To invite Mayda Gomez to be the graduation speaker for the 2007-2008 Graduation ceremony (Snowwhite, Matthews, MSC)

*Discussion:* Do we need to pay for her travel? No, but we do give an honorarium.

B. Discussion: Resolution S08.01 Catalog Rights

Is the wording clear enough? Okay with intent, but we want to make sure the wording is clear in that the student who exceeds one year of absence forfeits his/her rights to the initial catalog. Exec committee can change wording later.

C. Discussion: Resolution S08.02 Textbooks on Reserve

This is a recommendation. Change 'online articles' to 'learning materials'. Students are printing a lot of materials. Printing costs can be quite large as well. Rick will send out a survey to provide more information to the Student Interests Committee in regards to this issue.

D. Discussion: AR 2260 Conflict of Interest

Is this an academic and/or professional matter? If not, then it can go to District Assembly without any input from us. Seems to be too broad. Doesn't really speak to academic issues or any of the 10+1. Rick will return it as not an academic or professional matter.

## **VIII. Committee Reports**

- A. Educational Policy – met yesterday
- B. Personnel Interests- meeting tomorrow. Will set date for Classified Luncheon.
- C. Scholarship - met in December – looking at the Student Integrity Policy statement developed last year. Appears to be a discrepancy between State AS policy and district policy. Scholarship period is open. Data Tel scholarship closes next week. Have been a number of applicants. There are workshops scheduled to help students complete the applications. Faculty need to encourage all students to apply for some type of scholarship.
- D. Honors Steering – met yesterday. Planning a Tea with the Deans – Feb. 22<sup>nd</sup> from 11-1 – All students who were on the Dean's list will be invited to Tea with all of the Deans and Gloria Harrison. A number of classes with H sections. This will show up on the transcripts. Requesting that faculty consider creating honors courses. Things are moving forward.
- E. Professional Development – Feb. calendar will be out next week. There will be personal, institutional and technology professional development opportunities.
- F. GE Task Force - none
- G. Chairs Council – meets next week.
- H. Planning and Budget – plan is due by the first of February. It is the responsibility of the unit to submit the plan. Plans can be submitted to Catherine Pace-Pequeno or Charlie Ng.

## **IX. CCA Report**

As a board, they updated their bylaws. Next week they will address titles, work load, compensation and benefits. Dust off your balls for the CTA family bowling night coming soon.

## **X. Announcements**

The Child Development Center was awarded a new playground as part of the Make a Difference Day Project.

HR has opened the Art position – will close the end of February.

Counseling department has invited faculty to participate in high school visitations. Contact Kirsten Colvey if interested.

## **XI. Statements from the Public**

The professors will be playing at the Little Fisherman – 6-9 in Redlands.

## **XII. Adjournment**

The meeting was adjourned at 4:19 pm.

Respectfully submitted,

Meridyth McLaren, Secretary