

# Crafton Hills College

## Academic Senate Minutes

Date: Sept 19, 2012

Time: 3:00 – 4:45 p.m.

Location: LRC 226

### Members Present (Bold)

#### Career Ed & Human Dvlpmnt

**TL Brink**  
**Ken Bryson**  
**Jim Holbrook**  
**JoAnn Jones**  
**Meridyth McLaren**  
*Diane Pfahler*

### Members Absent (Italics)

#### Math, Eng & Instr. Suprt

*Kathleen Gibson*  
*Jodi Hanley*  
**Catherine Hendrickson**  
**Dean Papas**  
*Scott Rippy*  
**Sherri Wilson**  
*Gary Williams*

#### Arts and Sciences

**Denise Allen**  
**Robert Brown**  
**Steve Hellerman**  
**Richard Hughes**  
**Marina Kozanova**  
**Jessica McCambly**  
**Mark McConnell**  
**Julie McKee**  
**Bob O'Toole**

#### Student Services

**Debbie Bogh**  
*Judy Giacona*  
**Damaris Matthews**  
**Mariana Moreno**

**Guests:** Augstin Equihua, Rebecca Warren Marlatt, Cheryl Marshall, Kim McCormick, Officer Krysten Newbury, Laura Walker, Keith Wurtz

TOPIC	DISCUSSION	FURTHER ACTION
Call Meeting To Order	AS President Denise Allen called the meeting to order at 3:00 pm.	
Administrative Report (10 min)	<p>Cheryl Marshall reported.</p> <ol style="list-style-type: none"> <li>Currently at 5250 FTEs, down about 100 FTE from last fall</li> <li>Had a Friends of the College meeting – looking to get people involved with issues, without having to become members of the board.</li> <li>Master calendar was sent out</li> <li>Incredibly successful Tranfer Fair – approximately double the number of students attended compared to last year.</li> <li>Yucaipa Community Center is interested in partnering with the college to offer community classes. An interesting opportunity. Any ideas for classes, let Cheryl know.</li> <li>Met with Yucaipa Calimesa School District superintendent to look at teaching and learning opportunities/partnerships. Strengthen pathways between high school and college.</li> <li>New building discussions continue. Will be meeting again next week to start making decisions. May need to reconvene the facilities master plan committee. Starting to plan for space usage and well as moving plans.</li> </ol> <p>Question? Why no CTA rep on Crafton Council?</p>	
Treasurer's Report (2 min) <b>McKee</b>	No changes.	
CTA Report (5 min) <b>McLaren</b>	Luncheon was today. Ed Gomez reported on the budget and upcoming ballot issues.	
Classified Senate Report (3 min) <b>Mealey</b>	<ol style="list-style-type: none"> <li>Classified Newsletter is going out. Oct 10 – Open forum with Bruce Baron. Will give an admin update. Meeting in LRC 23.</li> <li>Anonymous question open session coming up. All questions will be answered by Cheryl, Mike and Rebecca . On Oct 31 during College hour</li> <li>Classified senate voted to donate all fundraiser monies to support a summer session. Will have a chili cookoff coming up. Can make chili or pay \$5 to taste. Friday, Nov. 2<sup>nd</sup></li> </ol>	
Student Senate Report (3 min) <b>Equihua</b>	<ol style="list-style-type: none"> <li>Constitution Day was very successful</li> <li>Club rush – coming up</li> <li>Goodwill fundraiser- money also going to summer session. Items can be dropped off every M &amp; W 11-1 and Friday 9-10 til Oct.</li> </ol>	<a href="#">Add to agenda about recording</a>

<p>AS President's Report (5 min) <b>Allen</b></p> <ul style="list-style-type: none"> <li>A. Presidential hiring</li> <li>B. Budget Committee</li> <li>C. SB 1456 – Student Success</li> <li>D. Prop 30</li> <li>E. AB 340</li> <li>F. time rep</li> </ul>	<ul style="list-style-type: none"> <li>A. Crafton will have their own committee for the search. Trustee position was removed. If you have a community member in mind, let Denise know. Need to decide how we will appoint a member of the Academic Senate – Jim Holbrook, Catherine Hendrickson, Debbie Bogh, Mark Mcconnell, TL Brink, Denise Allen Time line for the process was reviewed. When is the open forum? Same day as second level interviews.</li> <li>B. Budget committee had first meeting. Looking promising.</li> <li>C. Not clear whether this has been signed by governor. May need a multidisciplinary team – many aspects of the law are not academic matters. Enrollment Management may be the best place to start the discussion about impact and potential changes. Need a CTE faculty member on the comm. <b>Motion:</b> Charge the enrollment management to address the impact of SB 1456 for our campus (Jones, Brink, MSC) <i>Discussion:</i> Also an issue with the reading faculty.</li> <li>D. Prop 30 – if not passed will mean a 1.6 million cut to our campus – 5.8%</li> <li>E. AB 340 – handout about impact of bill on Pension</li> <li>F. Part time rep – supposed to be a voted position, but only have one person. Laura Walker has shown interest. Maybe send out an e-mail to parttimers ask if they are okay with this</li> </ul>	<p>Contact the chair of Enrollment Committee –</p> <p>Send out e-mail to PT</p>
<p>Approval of Minutes (3 min) <b>Allen</b></p>	<p><b>Motion:</b> To approve (Holbrook, Bryson, MSC)</p>	
<p>AS Committee Reports</p> <ul style="list-style-type: none"> <li>• Chairs –</li> <li>• Curriculum – (curriculum chairs)</li> <li>• Educational Policy</li> <li>• Educational Technology - McLaren</li> <li>• Honors Steering</li> </ul> <p>Non AS Committee Reports No Requests</p>	<ul style="list-style-type: none"> <li>a. Meeting this Friday. Better distribution of Committee information is being addressed.</li> <li>b. 10 Transfer degrees have been completed – higher than average</li> <li>c. ETC met, minutes distributed, looking at goals to address on DE Plan</li> </ul>	
<p>Old Business</p> <ul style="list-style-type: none"> <li>A. Bylaws update - Allen</li> <li>B. Shout Outs – online &amp; hard copy – Allen</li> <li>C. IRB – member</li> <li>D. SLO form - Allen</li> </ul>	<ul style="list-style-type: none"> <li>A. Time for suggestions has ended. Received a few suggestions – will make changes and bring back to senate</li> <li>B. Continue to submit shout outs</li> <li>C. Question about training and certifications – cost? There are free trainings. Question about term, research field? Could be expanded. Why 2 Classified? Why is a CSEA rep included? Leave CSEA rep in, remove Classified Senate Rep. What is the definition of diversity? Operationalize using the definition established by Student Equity Plan. <b>Motion:</b> Approve as a Representative Committee of the Campus – (forwarded to Crafton Council) (Holbrook, Jones, MSC)</li> <li>D. A way to collect information for the upcoming SLO report. Complete if possible and return.</li> </ul>	

<p>New Business</p> <ul style="list-style-type: none"> <li>A. Master Plan Facilities Ad Hoc</li> <li>B. Campus Climate Survey – (Wurtz)</li> <li>C. Academic Senate Awards</li> <li>D. Revisit the guidelines for prioritizing course offerings</li> <li>E. Resolution for following guidelines for course reductions?</li> <li>F. ACCJC evaluation</li> </ul> <p>(30 min) <b>Allen</b></p>	<ul style="list-style-type: none"> <li>A. Mentioned by Cheryl – concern that we are being asked to participate in a process where our voices will not be heard any way. Where? LRC. Is it an open meeting? Mark McConnell, Rich Hughes, Steve Hellerman, Math person?</li> <li>B. Set up to go out every other fall. Will go out Oct. 15<sup>th</sup>. Get the word out to faculty, buddies to complete. Student satisfaction survey in the spring. Results will be going out soon.</li> <li>C. Information given out</li> <li>D. Guidelines have been established. Need to remind admin that they need to keep these priorities in mind when making cuts. The priorities in A are the most relevant to this process. Should also be used when looking at adding sections. Do not have information from chairs about if and how they are following this document when they are submitted recommendations for cutting classes. We need to establish the process. Who makes these decisions? Take the concerns to chairs. They are the body charged with scheduling.</li> <li>E. none</li> <li>F. Who would be best to fill this out for this campus? Ralph Rabago? Institutional effectiveness, Accreditation and outcomes committee. If faculty have feedback for these answers send to Denise.</li> </ul>	<p>Send out information when the nomination paperwork comes out.</p>
<p>Announcements</p>	<p>Discussion about changing the last day of classes is continuing. Each campus could have a different date. Should go to district assembly Music program schedule for fall is being distributed. Saturday at Waba Grill – firefighters doing a fundraiser Yucaipa Community Center – 27 Sept. 3-6 pm – disaster prep Job openings at Cabazon.</p>	<p>Add to a future agenda – discussion on changing last day to add classes. Have Keith present.</p>
<p>Statements from the public</p>	<p>Redlands Girl Scout troop asked for someone to come and do a safety training. Did a great job. Send thanks. Suggestion to do a shout out</p>	
<p>Adjourn</p>		
<p><b>Mission Statement</b> To advance the education and success of students in a quality learning environment.</p>	<p><b>Vision Statement</b> To be the premier community college for public safety and health services careers and transfer preparation.</p>	<p><b>Institutional Values</b> creativity, inclusiveness, excellence, and learning-centeredness.</p>