Crafton Hills College
Academic Senate Agenda & Minutes

Date: March 26th, 2014
Next Meeting: April 2nd
Time: 3:00 – 5:00 p.m.
Location: LRC 226

The primary function of the Academic Senate is to make recommendations with respect to academic and professional matters. Academic and Professional matters means the following policy development matters:
1. Curriculum, including establishing prerequisites.
2. Degree and certificate requirements.
3. Grading policies.
4. Educational program development.
5. Standards or policies regarding student preparation and success.
6. College governance structures, as related to faculty roles.
7. Faculty roles and involvement in accreditation processes.gh
8. Policies for faculty professional development activities.
9. Processes for program review.
10. Processes for institutional planning and budget development.
11. Other academic and professional matters as mutually agreed upon.

Consult Collegially means that the district governing board shall develop policies on academic and professional matters through either or both of the following:
• Rely primarily upon the advice and judgment of the academic senate, OR
The governing board, or its designees, and the academic senate shall reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.

Members – Roll Call by Sign in

Career Ed & Human Dvlpmnt	**Math, Eng & Instr. Suprt**	**Arts and Sciences**	**Student Services**
TL Brink	Kathleen Gibson	**Breanna Andrews**	Debbie Bogh
Jim Holbrook	Catherine Hendrickson	**Denise Allen-Hoyt**	Damaris Matthews
JoAnn Jones	**Dean Papas**/Gwen DiP	Robert Brown	Mariana Moreno
Meridyth McLaren	Scott Rippy	**Richard Hughes**	**Kim McCormick**
	Sherri Wilson	**Jessica McCambly**	
Senators at Large	Gary Williams	**Mark McConnell**	
Rey Bell		Julie McKee	
Patricia Menchaca		Bob O'Toole	
		Snezana Petrovic	
		Diane Purvis (PT rep)	

Guests: Bryan Reece

	DISCUSSION / ACTION	FURTHER ACTION
Call Meeting To Order	Meeting was called to order at 3:02.	
Administrative Report (5 min)	Bryan Reece presented. A. Professional development coordinator position available.	
Treasurer's Report (1st mtg) (2 min) McKee		
CTA Report (2nd mtg) **(5 min) McLaren**	Elections for Exec Board are coming up. Please vote. Negotiations are continuing. Picnic in Sylvan Park on May 4th.	
Classified Senate Report (1st mtg) (3 min)	None	
Student Senate Report (1st mtg) (3 min)	None	

AS President's Report (10 min) Allen	President-Elect – need to have someone in line. BP 4070 and AP 4070 - Auditing and Auditing fees (Update) – Valley did not request any changes to the originally agreed upon document. BP 2510 and AP 2510 - Participation in Local Decision Making (Update) – our recommendations were forwarded. Will be on the next DA agenda. Budget update – Denise attended the last district budget committee meeting. District is moving away from the 70/30 fixed number. Now will be based on FTE abilities. Need to have a program viability policy created ASAP. Will try to work on this on Flex Day. ? Is there a desire for a sub committee to create a Program Viability policy? Perhaps open the meeting up to other faculty interested in participating. Will we see documentation of the change in funding pattern any where other than the district budget committee minutes? Should also go to board on April 10th.	
Informational/Action Item (2nd mtg)	Courses in Curricunet as of 3-10-14	
Approval of 3.5.14 Minutes and Voting Record **Approval of 2.19.14 AS meeting Voting Record (3 min)**	**Motion**: To approve the minutes, with addition and voting record from March 5, 2014 (McConnell, Menchaca, MSC) *Discussion*: none. Voting record from 2.19.14 will be on the next agenda.	

AS Committee Reports
1st meeting of the month:
    A. District Assembly (Jim)
    B. Chairs (Julie)
    C. Honors Steering (Debi)
2nd meeting of the month:
    D. Curriculum (Mark M)
    E. Educational Policy (Rich)
    F. Educational Technology
Other Committee Reports
    G. SSEEMM (1st meeting)
	D. In the fall we were looking at creating a staggered schedule for curriculum due date. Have decided on a pattern. Will be sent out to the campus soon.
	E. no new information
	F. continuing to approve instructors and courses. Tablet initiative continues.	

Old Business
    A. Class Size position paper
    B. Class Size Process
    C. BPs and Aps (Rich)
	A. Recommend accepting the AS position paper (adapted from the Statewide Academic senate position paper)
	
	Motion: To accept the position paper as a guiding document (Purvis, Hughes, MSC, 1 nay)
	
	Discussion: our curriculum committee does not always have the qualification addressed in the paper. May need traininig. Don't have to have the paper adopted to create class caps. Would need to be clear that this is for reference only – not something that must be followed. Need to make this clear in the language for adoption. How soon will the policy follow? If we don't adopt what does the Ed Policy follow when creating these? Need to have some type of statement that caps should be determined by the faculty, not the number of desks in a classroom. We need to focus more on the policy and not so much on the position.
	
	B. Discuss and make suggestions for revision to the draft of the course size determination process – recommend referral to Ed Policy for final review – return to Senate for approval in April.
	
	    No Motion – as quorum was lost – need to reagendize the	

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item on the next Academic Senate agenda.

Discussion: Recommendation to start with baselines – current caps. Why start with initial caps that we know are inappropriate? Include a new step one under priniciples. II. A The guiding principle is that caps are determined by sound pedogy. Also, change the term division to discipline.

C. BPs and Aps (Ed Policy) (No Action)

  a. BP 1100 SBCCD

  b. BP 1200 District Mission Statement

  c. BP 2200 Board Duties & Responsibilities – issues with wording. Identification of board duties – some of these things are done on the campuses.

  d. BP 2410 Board Policies & Administrative Procedures

  e. AP 2410 Board Policies & Administrative Procedures

  f. BP 2430 Delegation of Authority to the Chief Executive Office

  g. BP 2431 Chief Executive Officer Selection

  h. BP 6520 Security of District Property

  i. AP 6520 Security of District Property

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New Business
   A. Approval of 14-15 Curriculum Committee Chair
   B. Department Chair Selection Process
   C. Title V Coop Grant

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   A. Curriculum Committee has recommended Kim Salt to serve as the Chair of the Curriculum committee for the 14-15 Academic Year. – (AS vote postponed till the next meetin)

   B. Review and Make recommedations on the process

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Add A. to next agenda
Add B. to next agenda
Add C to a future agenda

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<tr><td>Announcements</td><td>

April 16th – Career Fair – 50-60 employers scheduled to come. 10-2. Will also have entertainment.

Classified Luncheon – tentatively scheduled for 4-24-14

Snezana had 2 show openings this weekend in LA.

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<tr><td>Statements from the public</td><td>Major issues with Human Resources.</td><td></td></tr>
<tr><td>Adjourn</td><td>Meeting was adjourned at 4:30 pm.</td><td></td></tr>
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Future Business
   A. Credit/Non-Credit classes
   B. Program Discontinuance
   C. New Program Devlpmt
   D. Preview of the Electronic Ed Plan Tool
   E. CA virtual college Presentation (Trelisa)

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Mission Statement	Vision Statement	Institutional Values
To advance the education and success of students in a quality learning environment\	To be the premier community college for public safety and health services careers and transfer preparation.	creativity, inclusiveness, excellence, and learning-centeredness.