

Crafton Hills College

Date: November 6th, 2013

Time: 3:00 – 4:45 p.m.

Location: LRC 226

Academic Senate Agenda & Minutes

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.
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.

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

Guests:

	DISCUSSION / ACTION	FURTHER ACTION
Call Meeting To Order	The meeting was called to order by AS President Denise Allen at 3:01 pm	
Administrative Report (20 min)	President Dr. Cheryl Marshall reported. <ol style="list-style-type: none"> 1. Seeking input for district strategic plan. Will start with the campus committee and build. Will be incorporated into the District plan. 2. Attended the College Brain/resource allocation model meeting. Had to remind them a few times about our purpose – teaching, student success. Have been sending a lot of data. Complimentary about our productivity. 3. AB 955 – will be discussed at board meeting on Nov. 14th 4. AB 886? Adult ed bill. Survey went out to the field to look at focus and targets. A few agencies are interested in heading. Will discuss at Region 9 meeting. 5. Will put out information about the mini grants soon. 	
Treasurer's Report (1 st mtg) (2 min) McKee	Balance stands at \$766.16. No outstanding checks. Get \$195.50 each month from faculty dues.	
CTA Report (2 nd mtg) (5 min) McLaren		

Classified Senate Report (1 st mtg) (3 min)		
Student Senate Report (1 st mtg) (3 min)	<p>Cameron Lyons reported.</p> <ol style="list-style-type: none"> 1. Six attended 3 Peaks Hikes. 2. Made candy skulls for Day of the Dead celebration. 3. Any donations for the Crafton Cares is appreciated. Want to create a food pantry for the campus. Would like to eventually make it a Foundation. 4. Went to General Assembly this past weekend. Hoping to put some of the ideas in place. Most active delegates in the State. Well recognized and appreciated. 5. Open forum for AB 955 next Wednesday LRC 231 from 12-1:00. <p>Questions: Who is the food pantry aimed at? Crafton Students? Be sure to use local girl scout and cub scout troupes as resources for food donations.</p>	
AS President's Report (10 min) Allen A. Request for a Student Senate Rep	<ol style="list-style-type: none"> A. Need a faculty rep for Student Senate. Fridays at 11 – LRC 226. Could we have a rotation or does it need to be someone consistent? Every Friday is a big commitment. Should count this as a committee when making committee assignments. Should add this as an agenda item in the spring. B. Plenary starts tomorrow. Thanks to the admin for allowing us to have representation at the meeting. Should be very interesting. C. Put a request to DA to move us on the board agenda to an earlier time. Change has been made. 	<p>Add to a spring agenda. Also add to plenary session in August. Student senate and Classified Senate.</p>
Consent Agenda		
Approval of Minutes (3 min) Allen 10/16/2013	Motion: To approve with corrections (Williams, Menchaca, MSC)	
AS Committee Reports 1 st meeting of the month: A. District Assembly (Jim) B. Chairs (Julie) C. Honors Steering (Debi) 2 nd meeting of the month: A. Curriculum (Mark M) B. Educational Policy (Rich H) C. Educational Technology (Meridyth) Other Committee Reports A. SSEEMM (1st meeting)	<ol style="list-style-type: none"> A. Written report submitted. Request to have DA materials sent out from the district. B. Main focus has been college hour C. Honors faculty luncheon was today. Very successful. It is growing. Next Saturday (Nov. 16th) student research conference. 6 students presenting. 9:30-12:30 at Crafton. Have completed PLOs. Working with Prof. Development to put together information sessions about honors. SSEEMM – retreat last Friday. Would like to have more instructional faculty participate. Meet on the 2nd and 4th Friday 10-12 in LRC. 	<p>Request a fact sheet for waitlist from Larry Aycock.</p>
Old Business A. College Hour Update B. Grant Approval Process C. Academic Senate Resolution Process D. Auditing Policy E. ILO/GE update	<ol style="list-style-type: none"> A. Survey was sent out. Mixed comments. Many people asked for more information. Working on putting together a fact sheet. B. Draft policy has been created. Presented for review. Should contain a 'No negative impact' statement specifically regarding space or money. There is a need to have a process. Business and industry moves quickly – not always the case in our in our PPR. Union needs to be included in the information loop. Many grants have impact on faculty workload. Must be negotiated. President is the only one who can approve other groups can only review and give input. Need to add CSEA. <p>Motion: To approve this process and revisit it in no</p>	

	<p>more than one year (Bogh, Williams, MSC 1 nay). <i>Discussion:</i> still may need to be some flexibility.</p> <p>C. Motion: To approve (Holbrook, Hughes, MSC) <i>Discussion:</i> none</p> <p>D. Recommendation is to forward this to Ed Policy to create a policy for our campus. Motion: to forward to Ed Policy to create a policy with input from faculty, students, classified and management and return by Feb 5, 2014 (Holbrook, Bogh, MSC) <i>Discussion:</i> none</p> <p>E. Met last week. Information was forwarded to relevant parties. We have outcomes at the GE course level. Need to see if they are already being assessed. They should be if a course is listed under a GE. These SLOs then roll up to PLOs because they were created as a subset of them. Many of these are probably already being assessed. Motion: to forward to chairs and find the links between courses and GE Program Outcomes (Wilson, Hughes, MSC 6 opposed) <i>Discussion:</i> forward any omissions to Denise. Program level outcomes must be able to be measured. Understand is not a measurable outcome. The conversation is good.</p>	
<p>New Business (30 min)</p> <p>A. Plenary Resolutions</p> <p>B. AB 86</p> <p>C. Engage, Learn, Advance Reece</p>	<p>A. Motion: To approve all consent items (Holbrook, McConnell, MSC) Specific resolutions: 2.02 – yes 2.04 – yes 3.01 – yes 5.01 – yes 7.03 – yes 7.04 – yes 15.01 – no</p> <p>7.03 if you need more information call or text Mark. 7.01 – remind and urge – weak language – that is all we can do.</p> <p>B. Will keep us updated. A survey was filled out by the district.</p> <p>C. EMP – Reese presented information about he process so far. Need to examine the framework – engage, learn, advance and make a recommendation about future direction. Motion: To approve the current framework (Williams, Hughes, MSC, 1 nay) <i>Discussion:</i> what happens now? Current EMP doesn't have a catch, a focus. This will do that. Easier to grasp than the 8 directions identified in the EMP. These terms/framework are a summation of looking at what we are doing.</p>	

Announcements	<p>CD & E club collecting cereal – already have over 200 boxes. Collecting until Nov 20th.</p> <p>Art show – IN PAC today</p> <p>Patrick Nore, a former student – released an album through itunes</p> <p>District cancelled Haunted House this year. Was part of curriculum – class now had to be rewritten.</p> <p>Employer coming next Thursday</p>	
Statements from the public	<p>Shout out to Theater students who helped EMS and Fire students</p> <p>Statement from the Math department – state looking at not allowing certain courses to transfer. CHC statement says that any course that is transferable meets the AA degree requirement.</p> <p>Issue with faculty desire to include students' input on college hour issue being viewed as "institutional loafing."</p>	
Adjourn	Meeting was adjourned at 4:58 pm.	
<p>Future Business</p> <ul style="list-style-type: none"> A. Graduation ceremony participation policy (Ed policy) B. Class size policy (Ed policy) C. Resolutions D. Preview of the Electronic Ed Plan Tool E. CA virtual college Presentation (Trelisa) F. Confidence/no confidence policy (with exec) G. Non-Credit classes H. Auditing policy I. Department chair Counseling and orphaned courses 		
<p>Mission Statement</p> <p>To advance the education and success of students in a quality learning environment.</p>	<p>Vision Statement</p> <p>To be the premier community college for public safety and health services careers and transfer preparation.</p>	<p>Institutional Values</p> <p>creativity, inclusiveness, excellence, and learning-centeredness.</p>