

# Crafton Hills College

## Academic Senate Minutes

Date: March 4, 2020 (3:00pm-5:00pm)

Next Meeting: April 1, 2020

Time: 3:00 – 5:00p.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.
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 Delmy Spencer, Keith Wurtz, Mike Strong, Laura Van Deran, Edward Ferrari

<u>SINS(10) (-5)</u>  <b>Cheryl DiBartolo</b> Iris Kern Foster Richard Hughes <b>Julie McKee</b> <b>Steve Hellerman</b> <b>Jim Urbanovich</b>  (italics=absent)	<u>LAM (9) (-3)</u>  <b>Renee Azenaro</b> Krista Ivy <b>Mark McConnell</b> <b>Patricia Menchaca</b> <b>Nick Reichert</b>	<u>Career Ed &amp; Hmn Dvlpmt(5)(0)</u> <b>Reynaldo Bell</b> TL Brink <b>Meridyth McLaren</b> <b>Thomas Serrano</b> <b>Gary Williams</b>  <u>Senators at Large (12) (-8)</u> Chloe De Los Reyes <b>Laurie Green</b> <b>Shirley Juan</b> Hannah Sandy	<u>Student Services (5) (-1)</u> <b>Debbie Bogh</b> <b>James Grabow</b> <b>Kashaunda Harris</b> <b>Mariana Moreno</b>  <u>Part-Time Reps (4) (-1)</u> <b>Yvonne Bastedo (SINS)</b> <b>Judy Cannon (SS)</b> Tina Gimple (SINS) Andrew Bridges (SINS) <b>Edward Ferrari ( )</b>
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Guests: Mike Strong, Keith Wurtz, Delmy Spencer, Elijah Gerard, Laura Van

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Crafton Hills College Academic Senate will record the votes of all members as follows: (1) Members recorded as absent are non-voting; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members vote, s are understood as a vote in the majority.

Items	Recommendation/Discussion/Future Business	Action
<b>Call Meeting To Order</b>	AS President Mark McConnell called the meeting to order at 3:06 pm.	
<b>Statements from the public (3 minutes per speaker)</b>	None	

<b>Report from the administration (10 mins)</b>	Keith Wurtz reported. Have a response team for communicable diseases. Educating themselves and formulating a plan for moving forward. Creating a FAQ for the website.	
<b>Classified Senate Report (1<sup>st</sup> mtg) (5 mins) Brandice Mello</b>	None	
<b>CTA Report (1st mtg) (5 min)</b>	None	
Student Senate Report (2 <sup>nd</sup> mtg) (5 mins)		
Treasurer's Report (2 <sup>nd</sup> mtg) (5 mins) DiBartolo		
<b>Senate Business</b>		
<b>AS President's Report (10 mins)</b>	<ol style="list-style-type: none"> <li>1. Equivalency process is now districtwide. Process is working well. Have openings on the committee.</li> <li>2. District Assembly will be having elections.</li> <li>3. Board policy on Academic Rank is still being reviewed. The policy contains information about hiring and needs to be verified by HR before the policy can move forward.</li> </ol>	
<b>Approval of Minutes and Voting Record for 2020.02.17</b>	Motion: to approve the minutes and voting record with corrections (Bogh, Green, MSC 3 Abstentions, Menchaca, Harris, Hellerman)	
<b>Edward Ferrari, as Senator at Large</b>	Have additional spots for PT faculty to serve on Senate	Motion: to approve Edward Ferrari to serve on AS (Brink, Green, MSC)
<b>Committee Service (10 mins) McKee</b>	Want to have committee assignments established by May 1 <sup>st</sup> . Contact Julie with committee requests. Can we get a list of all of the committees? Yes. Can we get an individualized list of committees faculty serve on? Yes.	
<b>Old Business</b>		
<b>AP/BP 3710, 3715, 3750 (10 mins)</b>	<p>3710 passed at DA</p> <p>Other two were pulled for research. Some concern that the language favors admin ownership of intellectual property.</p> <p>? about 3725 – was not posted.</p> <p>May not need to have a policy on intellectual property since it is not required to have one.</p>	
<b>New Business</b>		

<p><b>Student Senate Board of Trustee legislation (10 mins)</b></p>	<p>Elijah has been elected to the statewide board. His goal is to change Ed Code to make student trustees a voting part of the Board of Trustees. Has written a resolution. Want a student vote on all CC boards. CSU and CU student trustees do. Community College student trustees do not. Will go through both senates.</p> <p>? Do we know why? Not as much value placed on CC students</p> <p>? Why is the state board of trustees dragging their feet about adding the resolution to their agenda? Want to make sure it doesn't violate the law.</p> <p>Our board of trustees often forget the student vote. Is there concern about making an even number of votes on a board? No, shouldn't be an issue.</p> <p>Want our support as faculty. Will come back for a formal response at our April 1 meeting.</p>	
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**AS Committee Reports**

<p><b>1st meeting of the month (3 mins):</b></p> <ul style="list-style-type: none"> <li>A. Chairs (Green)</li> <li>B. Honors Steering (Cannon)</li> <li>C. Curriculum (Bogh)</li> </ul> <p>2<sup>nd</sup> meeting of the month: (3 mins)</p> <ul style="list-style-type: none"> <li>D. Basic Skills (Harris)</li> <li>E. Educational Policy ( )</li> <li>F. Educational Technology (Hamlett)</li> </ul> <p><b>Other Reports:</b></p>	<ul style="list-style-type: none"> <li>A. Reviewed FT hiring prioritization. Are getting more data from Gio. Will look at inservice day activities at the next meeting. Reviewed the class need projection part of Starfish. Faculty Chairs need to update the course offerings list in the system. GE Patterns at next meeting. Developmental Budgets are due. Need to get information from the Dean.</li> <li>B. 11 students attending HTCC research conference. Other students presenting at other conferences around the state. Debbie Bogh is doing the TAP applications for admission into the UCs. Have 25 students applying for next year.</li> <li>C. Needed some changes on the course outlines of record in Curricunet. Changes have been made. Have quite a few curriculum topics going to the board for approval – new programs and DE addendums.</li> </ul>	
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<p><b>Announcements</b></p>	<p>CID issues need to be reviewed.</p> <p>Spring musical opens on Friday – Putnam County Spelling Bee.</p>	
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**Other Business**

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**Future Business**

<b>Future Agenda Items</b>	<ul style="list-style-type: none"> <li>-Student Lingo (Violetta Vasquez)</li> <li>-Registration and Web Advisor</li> <li>-Participation in Facilities change workgroup</li> <li>-Safety Plan update (Cook, Horan, Strong)</li> <li>-New GE Pattern update</li> <li>-CTE Liaison – CID issues</li> </ul>
<b>Adjourn</b>	Meeting adjourned at 3:53 pm
<b>AP/BP Schedule</b>	
<b>Month</b>	<b>BP/AP (See District Assembly website for lead information and complete schedule)</b>
December/January	<ul style="list-style-type: none"> <li>AP 3900 Speech: Time, Place, and Manner</li> <li>BP 3900 Speech: Time, Place, and Manner</li> <li>AP 4400 Community Services Programs</li> <li>BP 4400 Community Services Programs</li> <li>AP 4500 Student News Media</li> <li>BP 4500 Student News Media</li> <li>AP 6540 Insurance</li> <li>BP 6540 Insurance</li> <li>AP 7270 Student Workers</li> <li>BP 7270 Student Workers</li> <li>AP 7348 Accommodations Exec Director</li> </ul>
February	<ul style="list-style-type: none"> <li>AP 3710 Securing Copyright</li> <li>BP 3710 Securing Copyright</li> <li>AP 3715 Intellectual Property</li> <li>BP 3715 Intellectual Property</li> <li>AP 3725 Information and Communications Technology</li> <li>BP 3725 Information and Communications Technology</li> <li>AP 3750 Use of Copyrighted Material</li> <li>AP 5015 Residence Determination</li> <li>BP 5015 Residence Determination</li> <li>AP 5017 Responding to Inquiries of Immigration Status</li> <li>AP 6700 Civic Center and Other Facilities Use</li> <li>BP 6700 Civic Center and Other Facilities Use</li> </ul>
March	<ul style="list-style-type: none"> <li>AP 4103 Work Experience</li> <li>BP 4103 Work Experience</li> <li>AP 5030 Fees</li> <li>BP 5030 Fees</li> <li>AP 7240 Confidential Employees</li> <li>BP 7240 Confidential Employees</li> <li>AP 7250 Educational Administrators</li> <li>BP 7250 Educational Administrators</li> <li>AP 7260 Classified Supervisors and Managers</li> <li>BP 7260 Classified Supervisors and Managers</li> </ul>

April

AP 5040 Student Records, Directory Information, and Privacy  
BP 5040 Student Records, Directory Information, and Privacy  
AP 5150 Extended Opportunity Programs and Services  
BP 5150 Extended Opportunity Programs and Services