

Welcome to the Academic Senate

The Academic Senate is the voice for the faculty on all matters related to curriculum and academic standards. In its simplest form, the Academic Senate is the main source for faculty recommendations on anything related to our students. In technical terms, faculty have purview over any item related to the "The Ten Plus One," a detailed list of 10 items and a general "+1" which are outlined in Title 5 (state law) and shared on the next page of this agenda.

Purpose

The Academic Senate shall serve as the representation of faculty whenever consultation or interaction for making recommendations in the areas of curriculum and academic standards with the District or the college administration is necessary. Unless it is directly under the authority of the faculty bargaining agent, [SBCCDTA](#). This is in accordance with, [Education Code §70902 \(b\)\(7\)](#) "...the governing board of each community college district shall... ensure the right of academic senates to assume primary responsibility for making recommendations in the areas of curriculum and academic standards."

The local Academic Senate relies on the State-Wide Senate, [ASCCC \("A. S. triple C"\)](#), for recommendations and state-wide representation.

Primary Recommending Body

Academic Senate recommendations take precedence. California State Law, Title 5, gives the senate its powers. Please read the law in full here: [Title 5 § 53203 - Powers](#)

"[O]nly in exceptional circumstances and for compelling reasons will the recommendations [of the academic senate] not be accepted. If a recommendation is not accepted, the governing board or its designee, upon request of the academic senate, shall promptly communicate its reasons in writing to the academic senate."

Meeting Information

Date November 20, 2024

Time and Location

3-4:30 PM - LRC 226

Next Meeting

December 4, 2024

Location: LRC 226

Meeting Outline

- ☐ Announcements
- ☐ Admin Reports
- ☐ Public Comment
- ☐ Kudos
- ☐ Main Business
- ☐ Future Business and Updates
- ☐ AS Reports

APs and BPs

Please see the [Academic Senate pages](#) of the Crafton Hills College website for explanations of [Administrative Procedures and Board Policies](#), commonly called "APs and BPs".

Direction of Work

Faculty guide the work of implementing, when deemed pedagogically appropriate by faculty, Strategic Directions and Student Equity Goals in areas related to academics and curriculum. The Ten Plus One helps us ensure that faculty are the main source of recommendation for anything related to student support, instruction, and preparation. In short, the Ten Plus One lists everything for which faculty are responsible; the Strategic Directions and Student Equity Goals help organize our work based on the needs of the students.

The 10 + 1

CHC Strategic Directions

1. Increase Student Enrollment
2. Engage in practices that prioritize and promote inclusivity, equity, anti-racism, and human sustainability
3. Increase student success & equity.
4. Develop a campus culture that engages students, employees, and the broader community
5. Foster and support inquiry, accountability, and campus sustainability

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. +1: Other academic and professional matters as mutually agreed upon.

Student Equity Goals

1. Create a research agenda to analyze and understand disproportionate impact.
2. Promote high engagement teaching, service, and support throughout the college
3. Create clear pathways to promote completion and success.
4. Create cohorts and student communities to promote learning and success.

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To ensure faculty guide the work of Academic Senate, comments and questions will be addressed in the following order **1) Senators** **2) Non-senator faculty**.

Administration may be called upon to offer further context.

Members (23-25)

(Bold = Present)

	SINS	LAAS	Career Ed & Human Dev.	Student Services & Counseling	Senators at Large	Part-Time Senators
Total Seats	9	8	5	4	4	4
Available Seats	1	2	1	2		4
	Bailes, Brandi (Sabt)	Brighton, Breanna (Sabt)	Clements, Kristen [KC]	Grabow, Jimmy	Anderson, Jonathan [JA]	
	Brink, TL	Diponio, Gwen	Grounds, John [JG]	Macamay, Mariana	Hogrefe, Rick	
	Estrada, Joshua [JE]	Guevara, Andrew	McLaren, Meridyth [ASPM]		Schmidt, Jeff [JS]	
	Hellerman, Steve	Jaques, Paul	Serrano, Thomas			
	Juan, Shirley	Lopez, Natalie				
	Olivera, Chris [CO]	Reichert, Nicholas				
	Robertson, Jillian					
	Williams, Gary					21/12

Guests: Danae Hart, Jonathan Anderson

Admin: PKH President Kevin Horan, VPIKW Keith Wurtz, VPSSDS Delmy Montenegro, Dean Sara Butler [SB], Dean Dan Word (DW)

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Student Senate (and guests): Katrina Barringer [KB] (president), Julia Cuevas (academic affairs director)

Agenda Items

Preliminary Business

Item	Start Time and Duration in Minutes	Content
Call to Order	3:00	AS President Meridyth McLaren called the meeting to order at 3:02 pm .
Administrative Reports	3:01 5 Minutes	PKH: • Congratulations to CHC for receiving its 2nd equity award from the Campaign for college opportunity. Top 3 in the CA state for black student math placement (22/23 placed and completed math). It is a great recognition. Team effort!! • Congrats to C. Olivera for Keynote for SBCSS ← <i>CO I am still embarrassed and feels too self-serving</i> 😊 VPIKW: • AB607: Chairs working on this. Estimated cost per section. We used bookstore data and developed 4 categories. Will be listed in the in SP schedule over the next couple of weeks.. Intended to have 25% of sections done by January, instead, we will have them all done. Will be revisited yearly. This is separate from ZTC. ← ASPM: Could we have a document to release to all faculty. VPIKW: Yes, was distributed during chairs council. • ACCJC training: New standard. We need to provide data to the public. Work with the IEAC to develop an approach. Should be on the homepage (saying institutional data –. giving an idea of how we are doing). ← ASPM:

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		What type of data? ← VPIKW: Things we already have worked on, keeping it simple (better story telling) VPSSDS • Holiday Season is here. We've given away over 50 turkeys (getting close to 100) to students and families. If you hear of anyone in need, send them to student life basic needs center. • Multicultural center is progressing well (in SSB), we are working on furniture.
Announcements	3:05 5 Minutes	KB: 11/21 Several SS students (KB, Student Trustee Hadi Natour, Outreach Coordinator Kayla Sarasoza are flying to Advocacy Academy in Sacramento to learn leadership skills and train on how best to support students PJ: Great Gatsby 12/6-8. Flyer/Poster provided. Lots of new students and a student choreographing! PKH: If the meeting ends early, at 4pm we are recognizing Paul and Joanne Barret (Sp?) large donors to name PSAH terrace, funds go toward first responder fund JE: Elizabeth Garcia first student athlete to go to state
Statements from the public 3 per speaker 15 minutes max	3:10 5 minutes	Statements from the public None
Kudos and Comradery - Highlighting Faculty Work and Open Discussion	3:15 5 Minutes	Delmy for Isidro and Alex for HACU conference

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Main Business

Item and Presenter	Approximate Start Time and Duration in Minutes	Prep Material	Goals and Notes	Examples of Actions	10+1, Strategic Directions, and Equity Goals Focus
Approval of Minutes - McLaren	Start 3:20 3 Minutes	☐ Minutes Nov 6, 2024	Assess the written record of our meeting to be sure it reflects the discussions and voting in the last meeting. Be sure to double-check your own votes, attendance, discussions, motions, etc. Agendas & Minutes are available on the AS Document Site (link of AS Webpage). Note: Anyone can add a comment if something needs to be edited. Make sure the attendance record is accurate. Bylaws say senators will be dropped after 3 absences. Check to ensure motions are accurately reflected in minutes.	KC → JG → 0, 0	10+1: 7 SD: 5 EC: 1
LVN Program - Word	Start 3:12 5 Minutes		LVN program is ready to move to the next stage. Request for Senate Approval to move forward in the process.	Motion: TL → KC → 0, 0	10+1: 4 SD: 5 EC: 2

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			• Recommend program to move forward. • K-16 pathway grant received linking lots of constituents • Recommends VOCN for Course Prefix for "Vocational Nursing"		
ACCJC substantive change form - Wurtz	Start 3:14 20 minutes		CHC has 54% of its students taking at least one, 100% online section in Fall 2024. Need feedback on the ACCJC Sub Change Form which needs to be submitted by December 31, 2024. • Substantive Change application due to x>50% online course delivery or enrollment • Please send evidence, support information, etc. • Must be submitted by 12/31 • Do we want to have a second read for next meeting? yes, we have time to read and bring back for discussion for 12/4		10+1: 4,5,6 SD: 4,5 EG: 2
ASCCC Resolutions - Final List & Outcomes	Start 3:48 5 Minutes	Adopted & Failed Resolutions - quick reference	During Spring Plenary we can decide which ones we want to start implementing.		10+1: 6 SD: 5 EG: 2

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		Full Resolutions	• Resolutions that passed or failed • Of note, best practices for syllabi, failed • Address during plenary? or bring back on agenda - Do we want this? • Exec can start drafting this • Spring Plenary is in Irvine, we have funds to send some people		
Best Practices for Syllabi - McLaren	Start 3:53 10 Minutes		ASCCC resolution was voted down. Do we as a senate want to create a list of recommendations? Create a Task Force? Have Exec draft? • Paul - Bring student services, and student input • Gwen - Opportunity to work with students for efficacy • Keith - Supports this fully, focusing on DEI strategies, develop an equity checklist • Mer- these are only recommendations, cannot be evaluated		10+1: 5 SD: 3 EG: 3

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			• Katrina - Streamlining content, eg. Kim Salt excellent example, lining up with UC system, • Mer - perhaps aligning the COR • Kristin - MOPED is updated outlines on faculty handbook • Jeff - do we need to have student services, Cynthia provided us a link, is DEI all bells and whistles? do pictures help students understand the content? • Delmy - bring someone from Student Services for language • Keith - Somethings from USC may not always apply, but some links may be useful! • Katrina - the ones we remember, are the ones that stand out! • Danae - do you have to be on AS to be part of this committee? No, anyone can join. Can we couple it with a syllabus template to incorporate with canvas.		
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			• Mer - Volunteers? Danae, Paul, John, and Mer, and student senate (if time allots) • Gwen - Best practice workshop, ask Kashaunda		
Departmental Equivalency Recommendations - McLaren	Start 4:08 6 minutes		The district equivalency committee received some training from ASCCC regarding equivalency determination. This was one suggestion for addressing areas where determinations are not always as clear. Do we want to make a recommendation for when Subject Matter Experts (SME) disagree? Equivalency Committee Training from ASCCC What does it mean to grand equivalency Some disciplines are complex 1. for complex departments, have the dept meet to agree on equivalence, combined with SBVC (examples, music and ethnic studies) 2. Do we use SME (Subject Matter Experts) - if SMEs		10+1: 6 SD: 4 EG: 2, 4

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			disagree, we do not grant equivalence since it applies to both campuses • TL: How do define who an SME is? Mer - typically someone from that dept or area. • Gwen: Isn't the SME is in the department anyway? • Recommendation 2: TL So moves, John 2nds, on SMEs disagrees, no equivalence granted • Recommendation 1: NO, to allow departments decide and work with valley.		
AP/BP Feedback - Olivera	Start 4:14 15 Minutes	What it is PPAC AP + BPs List VP Oliveras has provided helpful general update/summary of PPAC work.	3250 - Institutional Planning - review only 4010 - Academic Calendar - review only 4222 - Remedial Coursework - updated language (legal) 4300 - Field trips - changes from feedback included, final review Feedback requested for: 4020- Program, Curriculum & Course Development - review for concerns 4260- Prereq/coreq - review for process	3210 Formatting after A? 4020 Gwen concern with 1st bullet, is this LEGAL language, what happens when we don't have a member that does not meet the stipulation. LatinE instead of Latinx - ask Natalie 5530?	10+1: 6,10 SD: 5 EG: 2

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			Do these last two reflect what we currently do/want to continue?	CHC is asking for 10, What does working days (faculty working days are not district days) Especially during summer (Jeff Schmidt) when we don't have some faculty working during the summer.	
Good of the Order	- no scheduled meeting time 4:15 ASPM		Request agenda items for future meetings or comment on board reports, ASCCC updates, or other 10+1 items. Updates from faculty on the use of generative AI. ASCCC is doing an AI conference February 20th in San Diego, any one would like to attend. TL is interested, and Natalie would like to go, John grounds, too.		

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			Cindy St Jean will Register.		
Did you know?	- no meeting time -		 Save the Date - Spring Plenary Thu, Apr 24 2025, 8am - Sat, Apr 26 2025, 5pm At the Hyatt Regency Irvine 17900 Jamboree Road Irvine, CA. 92614. Higher Ed Article → Report form for District Support Operations (DSO) Committees		

Reports

Item	Start Time and Duration in Minutes	Materials	Content
President's Report			

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1st meeting of the month. External: A. Student Senate Report B. CTA Report (Reichert) C. API Association (DiPonio) D. Professional Dev Lead (Harris) Leads and Sub-committees: A. Chairs (Hogrefe) B. Honors Steering (Cannon) C. Curriculum (Di Ponio) D. FSEA (de los Reyes)			View Written Reports Here A. Student senate submitted report
2nd meeting of the month: External: A. Classified Senate - 5 minutes (Peterson) B. Treasurer's Report (DiPonio) C. LFSAAA (Zepeda) D. BFSA (Vacant) Leads and Sub-committees: A. Review Workgroup () B. MOPED (Chivera & Xayaphanthong)			View Written Reports Here
DSO Written Reports			W 2024.09.26 IEAC notes.docx E DSO Budget Meeting 9/19/24 W Fin Com OCT.docx

Adjournment - pm.

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Mission, Vision, & Values

Mission Statement

The Crafton Hills College mission is to change lives. We seek to inspire our students, support our colleagues, and embrace our community through a learning environment that is transformational. Crafton Hills College welcomes everyone and is committed to working with students from diverse backgrounds. The College has an exceptional learning environment built on a tradition of excellence, a talented faculty, a driven student body, a committed staff, with passionate leadership and community support.

Vision Statement

To empower the people who study here, the people who work here, and the people who live in our community through education, engagement and innovation.

Institutional Values

We rely on the following values to support our vision and mission:

Respect: To champion active listening and open dialogue within our community.

Integrity: To uphold honesty in our interactions and academic pursuits and maintain community collaboration.

Diversity & Inclusion: To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.

Innovation: To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.

Leadership: To develop and inspire current and future leaders through professional development, mentorship, education and experience.

Sustainability: To be a leader in our community by reducing environmental impact with practices that meet the needs of the present without compromising the future.