

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 December 4, 2024

Time and Location

3-4:30 PM - LRC 226

All Faculty Planning Meeting:

January 15, 2025

Location: LRC 226

Next AS Meeting:

February 5, 2025

Location: LRC 226

Meeting Outline

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

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.

Crafton Hills College | Academic Senate Agenda

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)

Quorum (50%+1) 23 (50% = 11.5) → 12 + 1 = 13	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	1	4
	Bailes, Brandi (Sabt)	Brighton, Breanna (Sabt)	Clements, Kristen	Grabow, Jimmy	Anderson, Jonathan	
	Brink, TL [TL]	Diponio, Gwen	Grounds, John	Macamay, Mariana	Hogrefe, Rick [RH]	
	Estrada, Joshua [JE]	Guevara, Andrew	McLaren, Meridyth [ASPMM]		Schmidt, Jeff [JS]	
	Hellerman, Steve [SH]	Jaques, Paul	Serrano, Thomas			
	Juan, Shirley	Lopez, Natalie [NL]				
	Olivera, Chris [CO]	Reichert, Nicholas				
	Robertson, Jillian					
	Williams, Gary					21/12

Guests: Danae Hart, Jonathan Anderson, Joe Cabrales [JC], Kashaunda Harris [KH]

Admin: PKH President Kevin Horan, VPIKW Keith Wurtz, VPSSDS Delmy Montenegro, Dean Sara Butler [SB]

Student Senate (and guests): Katrina Barringer [KB] (president)

Agenda Items

Preliminary Business

Item	Start Time and Duration in Minutes	Content
Call to Order	3:03	AS President Meridyth McLaren called the meeting to order at 3:03 pm .
Administrative Reports	3:03 5 Minutes	VPSSDS • Please remind everyone to submit grades on time as it impacts student's financial aid, etc. • Please submit book requests • Open registration going, if help is needed,, please refer to counseling dept VPIKW • Nothing from Keith ← 😊 ASPMM • Enrollment for SP are up 30%
Announcements	3:06 5 Minutes	VPIKW: • President's Holiday Party 12/10 Tuesday Roadrunner Café 11-1 PJ: • Tonight final dress rehearsal, Mark's Jazz Ensemble playing, tomorrow Great Gatsby opens • Auditions for Marianne true tale of Nottingham (Robin Hood) next week ASPMM: Use of FW reminder (optional use), useful for tracking certain MIA students JS: 3 students signed up for Seville, and a couple for Florence KH: Undocu-ally training in the spring

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Statements from the public 3 per speaker 15 minutes max	3:10 5 minutes	GD: Student feelings post-election, API working hard to be mindful to make statements about the elections. We are listening. Statement is still in plans. MM: Concerned about undocumented students on how our institution will protect them VPSSDS: We sent out an email. We will make it more visible
Kudos and Comradery - Highlighting Faculty Work and Open Discussion	3:13 5 Minutes	GD: Trip to Aguacaliente, Danae, Ericka, Chloe NL: Kudos to people recognized (TL 35!) ASPM: Rick for sticky Friday and all his hard work KH: Jillian leading small group for anti-racism

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 3:15 3 Minutes	☐ Minutes Nov 20, 2024 (postponed)	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).		10+1: 7 SD: 5 EC: 1

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			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.		
SBCCD Dual Enrollment Plan - Cabrales	Start 3:16 10 Minutes	DualEnrollme...	JC: • The district has its own DE plan. • Should read as collaborative rather than prescriptive or centralized. See the district as a support to CHC and SBVC. • Please read the draft, and direct questions to Joe Cabrales. The plan will change as we progress. • Spring we will have workgroups to work on the plan. ASPM: There were 2 instructional faculty and one counselor on this team. There was representation, and VPIKW gave lots of feedback. This plan may change. Specifics will be taken care of by our local DE committees. GD: who is the audience? CHC/SBVC/K-12 partners – this is an organizational plan.	Motion: Motion to forward it to the board NR, PJ, 0, 0	10+1: 4 SD: 1 EC: 2

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			This must go to the board, prior to doing so, do we have any input. Do we support it moving forward? AG Does it include how are offers made? VPIKW and Joe, this is determined by the college and local committee. ASPM: If data is available, are we actually going after AP students, or are we really going after students with potential to do well in college. Can we look at GPAs? We've established diversity, but not performance. VPIKW concurs. SSPKB Most population was honors or AP students taking DE courses. Shouldn't these be the best targets? ASPM scope of DE is to work with <i>all</i> students. GD: Good idea on finding why these populations are targeted? SSPKB: Who are the representatives at the high school? JC: There are DE outreach coordinators at each high school that work with us. Also, please do not overlook our CTE and adult learners. TL we have great CTE programs, including CNA, etc., can we promote these, a great way to start them into this pipeline. KC + ASPM, there is an age 18 requirement. PJ brings lots of previous experience from SBVC and middle/high schools.		
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			VPIKW a reminder that AS recommended to focus on other students aside AP students. GD: Distinguishing home schooling? Online schools? Are there outreach for these? VPSSDS yes!		
ACCJC substantive change form - Wurtz	Start 3:33 20 minutes	w CHC_SubChange...	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. VPIKW did the narrative (took away his address ☺) - Any one with suggestions and changes, and evidence (especially), please contact VPIKW. GD: Funding representation. We support release time, district office (4 positions). Let's explore why we need funding there? We need a pool of funds? VPIKW we support Cynthia's position, we send 10 people to the OTC. We need a DE budget. If we have specific requests, email Keith.	Motion: Motion to support the plan? (Submission dates a few days after finals week) with possible additions TL→ KC → 0, 1 Abstention (SH)	10+1: 4,5,6 SD: 4,5 EG: 2

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			• ASPM we need a formalized system, instead of just calling Keith. • RH we need a more formalized system. Institutionalized? • PJ can we have the same process for AS that we do for DE funds? • RH attach a program review • MM is the creation of fully online programs part of this conversation? VPIKW it's the major courses, not the general education that are fully online. • This is a good conversation to make the DE program better. • NR Evidence from tutoring center? Yes!		
AP/BP Feedback - Olivera	Start 3:53 20 Minutes	What it is PPAC AP + BPs List VP Olivera has provided helpful general update/summary of PPAC work.	Feedback requested for: 4020 - Program, Curriculum & Course Development - review for concerns 4260 - Prereq/coreq - review for process Do these last two reflect what we currently do/want to continue? NEW APs/BPs to Review (one file will all the APs/BPs) 4100 - Graduation Requirement	Any suggestions or changes: CO: DE defined as Distance Education or Dual Enrollment. Acronym for Distance Education, spell out Dual Enrollment ← VPIKW Future AP/BPs must be reviewed:	10+1: 6,10 SD: 5 EG: 2

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			4230 - Grading and Academic Record Symbols 5035 - Withholding of Student Records 5530 - Student Rights and Grievances New ones to look at (details in PPAC Cliffnotes) • 5012 Need to be reviewed prior to next PPAC • 5035 all good • 5530 all good ASPM • 4100 Graduation Reqs • 4230, 5035, and 5530, which were the rest of the list, not including 5012 • There wasn't anything that stood out aside minor spelling and grammar • 5012: Did we not have a policy before? All is red (thus, new) ◦ If any questions, please reach out to Chris • 4100 Keith: Adding non credit at the bottom and including certificates of completion.	BP 3100 - Brand new BP 2510** Green changes: Reinforcing the role of trustees in the local decision making. Red: has already gone forward. This is going to first read. Level 3. Requires EXTENSIVE review. That means we have to review them 4222 5130 5220 5510	
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			• 4230: The FW use. Non-evaluative symbols (in blue, thus, legal symbols) • 5035 holding transcripts versus registration privileges for non • 5055 language changes • 5530 SBVC AS: should there be an additional committee or more people in the committee to deal with severe grievances email Kelly all possible changes from AS ◦ Can this be taken for Student feedback?		
Good of the Order	- no scheduled meeting time		Request agenda items for future meetings or comment on board reports, ASCCC updates, or other 10+1 items. AI Conference in San Diego. We have money. Natalie, Jonathan, Danae, and John are going. Updates from faculty on the use of generative AI.		

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			 Event Dates: Thu, Feb 20 2025, 2pm - Sat, Feb 22 2025, 12pm Theme: Artificial Intelligence and Higher Education - Yesterday, Today, and Tomorrow Plenary coming up in April. Anyone interested in joining for that? GD: Is Coffee for everyone part of Good of the Order? 😊 ← ASPM - Foundation money has to be used in conjunction with students. Our Faculty Fund - we can use this for condolences, etc. Can we buy coffee for faculty offices? That's not the purpose of the money! ← RH: Get your own coffee maker. GD: We already have in CTB, with signs, a coffee maker, and even students get snacks. ASPM: Collection money? KH: There are funds, reach out to Erica Sherman, to set these up. ASPM: To be discussed during Plenary agenda - do we want to use our money for Coffee.		
Adjournment	4:02pm				

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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		
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Reports

Item	Start Time and Duration in Minutes	Materials	Content
President's Report			
1st meeting of the month. External:			View Written Reports Here

[The Brown Act](#)

[Motions and Rules of Order](#)

[Meeting Norms](#)

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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)			A. Student senate submitted report
2 nd 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 DSO Budget Meeting 9/19/24 W Fin Com OCT.docx

Adjournment - pm.

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.