

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 February 19, 2025

Time and Location

3-4:30 PM - LRC 226

Next AS Meeting:

March 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.

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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	Brighton, Breanna	Clements, Kristen	Grabow, Jimmy	Anderson, Jonathan	
	Brink, TL	Diponio, Gwen	Grounds, John	Macamay, Mariana	Hogrefe, Rick	
	Estrada, Joshua	Guevara, Andrew	McLaren, Meridyth		Schmidt, Jeff	
	Hellerman, Steve	Jaques, Paul	Serrano, Thomas			
		Lopez, Natalie				
	Olivera, Chris	Reichert, Nicholas				
	Robertson, Jillian					
	Williams, Gary					23/12

Guests: Danae Hart, Chloe de los Reyes, Kashaunda Harris

Admin: Keith Wurtz, Kevin Horan

Student Senate: Julia, Hadi

Agenda Items

Preliminary Business

Item	Start Time and Duration in Minutes	Content
Call to Order	3:05	AS President Meridyth McLaren called the meeting to order at 3:05 pm .
Administrative Reports	3:03 5 Minutes	Kevin: Dear Colleague letter distribution. The letter is not the law. not something we have to adhere to. Admin. Nothing changes from our system. Question: are we changing any language with DEI? No. Would have to go to extraordinary legal steps to get students to not get financial aid. Question: Perkins money? No. Pell grants, not Perkins. Studnet financial aid hasn't change, programs have not changed. there shouldn't be a huge impact. if you hear we are not exhibiting support and they are not seeing it, let Kevin know so we know to get that message out on our support. Keith: Delmy at the Booksaver meeting. Will have an update at the next meeting. Watch for the email from Lili on regalia. If you don't need regalia, make sure to check the box. Question fraud students? Keith: all online and that has leveled off. 100 FTEs above our target for Spring. Keith asked SEnate for feedback for fraud students. Will send out. Question: instructors need to monitor enrolment, but would be nice to get ocmuncaiton for students who have been disenrolled by section. Keith has not cranceled a class because of disenrolling fraud students. Question: opting in all the online courses to where one week activity that Stargfish will get.

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		Instructors need to do something with that. Breanna sent that out and Keith will include with messaging going out next time. Question: you receive email add/drop.
Announcements	3:11 5 Minutes	Meridyth: Bowling on Saturday for Union 12-2 at Empire Bowl, pizza, shoes, bowling. Email went out if you have recorded stuff on Zoom during COVID will be deleted in October. there is an email you have download all that stuff because it will disappear from Canvas. State thing. Instructions on how to do it. It can be uploaded to OneDrive. Question: it is Zoom. Even if you have meetings. TL: District DE meeting Zoom was mentioned. Did not mention Canvas, but Canvas is not always safe. Best practice store every recording in multiple places. Mariana: Counseling Center event for students. Completion coaches sent emails, making phone calls for grad checks. STudents getting a letter and flyer with event details. 45 + units completed. inviting local universities for students who have not applied for transfer out in the quad. Deadline to apply for grad for Spring is Feb 28. Already been contacting students. this is fro students who have not applied yet, sit with coaches how to do it. private schools have rolling admissions. FEb 28: deadline for scholarship. Good idea to have someone there to also promote scholarships. Paul: This week Marian or the True Tale of Robin Hood. Sword fighting, cool stuff! Thursday is pay what you can. Natalie: survey for CredoLit Paul on behalf of Sara: Nalo Hopkinson tomorrow 11:30am PAC.
Statements from the public 3 per speaker 15 minutes max	3:17 5 minutes	
Kudos and Comradery - Highlighting Faculty Work and Open Discussion	3:15 5 Minutes	Student Senate event and Counseling event! Ongoing Black History Month!

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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 Feb 5, 2025	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.	Jacques, 1st Olivera, 2nd Abstention: Guevara Passed	10+1: 7 SD: 5 EG: 1

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CAPS Revisited	Start 3:23 20 Minutes	Original Document	Discussion on how these classes should be filled so we have maximum quality of instruction. Came up with a whole bunch of ideas. Too cumbersome, too many numbers, can't really make this system work. Proposal for different system. This document will not work. CAPS comes from a Senate recommendation. Keith is suggesting perhaps what we need to do is reduce the number of categories. Lecture classes will all be 45. English classes 101, 102 they are capped at 25 in the contract. there are some classes capped at 35. some of the math and communication not capped at 25 would be capped at 35. Keith said that would be a system that is manageable. Could reduce down sociology classes. if kept everything at 45 in the lectures we could do it. If you have feedback, we can bring it back and have a discussion. Question: we could negotiate for ages. Do a pilot one semester, 2 semesters and see how it is. There would also be a process 45 is not doable for this class what is the		10+1: 4 SD: 1 EG: 2

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			suggestion. YOu have the original, will come back to next meeting with something more doable. TL: possibility of customization regarding CTE classes.		
Academic Renewal	Start 3:43 10 minutes	Updates: New language for Academic Renewal	Please review the updated language Language proposed for changes. some concern or question whether it was legal, Ed code some concern it might not be possible, but maybe not true. the idea was to simply adopt what ASCCC had recommended and we would change ours. Mariana: looking at other models (Santa Monica College has highest transfer rates). Ed Code says we have to have a policy. This policy allows up to 30 units. all the oclleges are working toward moving in that direction. add parentheses that upper and lower divisions. Deliberation: could only lose lower division. would love to add it on that for clarificaio. not asking to use lower and upper division to a degree "courses from other accredited colleges" in () so no question about it in the future.	Mariana making suggestion 30 per college. working with Jimmy Grabow.	10+1: 4,5,6 SD: 4,5 EG: 2

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			Question: the way it is written under eligibility requirements. 30 at CHC or 30 at Valley or both?		
Opt Out - update	Start 3:53 5 minutes	Opt-out Resolution	Delmy looking into this.		
Elections in April	Start 3:58 5 minutes		In April. Committee sign-ups our entire Senate is up for re-election by 2025. Bylaws if you want to continue, let Meridtyh know. Can do elections if more than 40% in a division. Board is elected. Senators President VP of Support VP of Outreach (if Natalie vacates her position) Treasurer Positions will be vacated. Once we have the Senate decided for next year, the Senate elects from within who will be Senate, VP and Treasurer. SENators pick their Presidnet.		

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			Meridyth is not going to be President next year. Natalie has exhibited interest. If Natalie runs for President, VP for Outreach will be up for election. Ask questions to find out what we can do. Gwen not continuing as Treasurer. Most likely meeting in May is the first meeting of the next Senate. In April we will find out who the SEnators are for next year. Being on Senate is your one committee required to serve on. Can do as many committees as you want to do.		
Committee Times in Compressed Calendar	Start 4:03 10 Minutes	Fall 2025 Time Blocks	Will need committees to look at new time blocks and see if we need to adjust committee meeting days and times. Meridyth sent out compressed calendar times. they are starting in the Fall. Chairs have figured out scheduling of classes, we will have to figure out our committees: Curriculum, Honors, PD is actually a collegial consultation committee. some of these things we will look at whether your current meeting dates		

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			and times will change. we will be meeting for fewer weeks. not much of a gap between which class starts or begins. Look at where committee falls or if we do some adjusting for the Fall. If Admin needs to change their committees, they can change those. Question: looking to adjust committee start times based on hte blocks? Yes, and maybe it's fine and will work with these new blocks, but we will need to look at and see if you have clasese. so right now classes MW go 220-345. If we meet at 3 on Mondays, are faculty available because there will be potential to have a class during that time. Question: will Senate stay in the smae block? It could. discusions to have on committees. we will keep senate at 3 for now, but will take a look at it. Not that it can't be changed. this is how we have done it. If it doesn't work, we can't change the time.		
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.	SS KB Safety of undocumented students.	

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			Updates from faculty on the use of generative AI.  Event Dates: Thu, Feb 20 2025, 2pm - Sat, Feb 22 2025, 12pm Theme: Artificial Intelligence and Higher Education - Yesterday, Today, and Tomorrow	Looking for the AS or CHC to release a statement.	
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 Can see Senate done at a bigger level.		

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			→ Report form for District Support Operations (DSO) Committees		

Reports

Item	Start Time and Duration in Minutes	Materials	Content
President's Report			Advancement in Rank If you are in your 7th year, advancement in rank is no longer automatic. You get tenure after 4 years, after 7 years you can go up to full professor. There is a form on the website and fill it out. Update on AB 1705 Grant - Keith Will return to Senate. We still have money from Foundation from all the Faculty who donate. we did food trucks for students. faculty and students together request money. Question: application window? Less than \$200, it has to go to Exec and exec can approve it. if more than \$200 it has to come back to the Senate. Would have to have it in and get it approved. Question: request food truck and would partner with PD to make it into a Faculty appreciation event. Money has to be used for faculty and student events.

[The Brown Act](#)

[Motions and Rules of Order](#)

[Meeting Norms](#)

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			Question: VESPA townhall food? That would be 2 sets of money: faculty funds (not much). This other is priority faculty/studnet events. Question: Honors could give valuable insight on this. Talk to Judy to let her know that funding exists. Good of the order: PD funds available. Conference, webinar or some type of course related to field, materials like if you want to do something department-wide training materials. Already approaching March. they can be used all the way to june 30. Up to \$500 from PD if equity portion can get an additional \$500 from equity funds. Email Kashaunda. Form on a PD webpage. Conferences travel form.
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 (Brighton) 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)			View Written Reports Here

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D. BFSA (Vacant) Leads and Sub-committees: A. Review Workgroup () B. MOPED (Xayaphanthong)			
DSO Written Reports			W 2024.09.26 IEAC notes.docx = DSO Budget Meeting 9/19/24 W Fin Com OCT.docx

Adjournment - 4:02 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:

[The Brown Act](#)

[Motions and Rules of Order](#)

[Meeting Norms](#)

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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.