

Crafton Hills College Academic Senate
Approved Minutes
February 21, 2007

Academic Senate President Rick Hogrefe called the meeting to order at 3:01 pm.

Members Present: Daniel Bahner, Robert Boehm, Debra Bogh, T.L. Brink, Bob Crise, Jodi Hanley, Steve Hellerman, Catherine Hendrickson, Matt Henes, Rick Hogrefe, Jim Holbrook, Denise Hoyt, JoAnn Jones, Marina Kozanova, Lynn Lowe, Damaris Matthews, Mark McConnell, Meridyth McLaren, Catherine Pace-Pequeno, Diane Pfahler, Ralph Rabago, Jim Urbanovich, Gary Williams

Members Absent: Jane Beitscher, Kathy Crow, Robert McAtee (on sabbatical), Bob O'Toole, Snezana Petrovic, Frances White, Sherri Wilson (on sabbatical)

Guests Present: Gloria Harrison, Reuben Harrison, Ericka Paddock

I. Administrative Reports

A. President's Report

1. Campus received a letter from the Accrediting Commission. We were asked to write another report and informed that the Commission will also visit campus again. It appears our original report did not convey enough progress.
Recommendations: 1. Follow through with long range planning process. Show the link between mission statement and allocation of resources, including documentation. 2. Documentation of faculty commitment to maintaining instructional standards. The College will be establishing a timeline for creation of SLOs, with support from Gary Williams and Title V Grant. 3. Integrate program review into institutional evaluation and planning and develop processes and procedures to ensure program effectiveness in distributed education. 4. Develop a comprehensive research agenda for monitoring and improving student service programs.
2. Update on Title V grant. Not allocated to instruction or student services. The goal is a comprehensive developmental program. President requests updates on a regular basis. We also have a Cooperative grant with Valley in part to develop technology at Valley and resource development at Crafton. CHC is more advanced in regards to technology relative to Valley. Obligation to both grants to pick up a little bit more of the cost each year. A specific % for each year.
3. March 31st- Annual Gala – goal to raise \$35,000 before event (35th anniversary). Have currently raised \$33,000. Event will take place at the Hilton in San Bernardino. It will be a kick off for Crafton's 35th anniversary – Western Attire – ticket price \$50.00 per person.
4. Debi Kelley will be transferring to the district. She will be working with Bob Temple.
5. Search committees for Dean of Humanities and for VP of Instruction are being formed.

6. She does not expect any new faculty positions for next year except to replace retiring faculty.

II. **Approval of Minutes from February 7, 2007**

Minutes accepted by consensus.

III. **Treasurer's Report**

Treasurer Jodi Hanley reported that the AS account balance stands at \$2939.92

IV. **Other Reports**

- A. Classified Senate Report

None

- B. Student Senate Report

Reuben Harrison reported the next AS days are March 6 & 7. Survey committee meeting on Friday at 3:00, in PAC 308

V. **Senate President's Report**

- A. Vice President of Instruction Search Committee

Finalized a list for both committees. VP of Instruction committee comprised of 15 people, Dean of Humanities search committee has 10 people, comprised largely of faculty.

- B. Accreditation Issues

Needs to be seen as an opportunity for us rather than a punishment. Bahner offered that it is important for us to keep in mind the separateness of process and report. We reported on issues and now we need to address where the gaps still lie. We need to define ourselves as a college. Then we can move forward with filling in the gaps between what we said we were going to do as a college and what we have accomplished. This is an important issue for faculty to be involved in. Faculty participation is increasing in many areas and it needs to continue.

- C. Gala

In past the Senate has purchased a table. Should we consider it again? We could give a big gift instead – could potentially bring in more than \$500.

Motion: To spend up to \$500 for a gift to be presented by the AS for raffle at the Gala (Hendrickson, Jones MSC).

- D. Statewide Academic Senate Plenary April 19-22

Anyone interested in attended let Rick know. Some money available to cover costs.

- E. By-laws

Will have revised bylaws available at next meeting.

VI. **Old Business**

- A. Action Item, 1st Reading: Student Rights and Responsibilities

Some modifications were made by AS President. Document has been forwarded on to Student Senate. Faculty member concern that not all student publications are student newspapers. There is a need from the district to have someone be responsible for the content of publications. Recommend further discussion and revising of #7 and be represented at the next meeting.

Motion: To table and revisit next week (Pfahler, Bogh MSC)

Discussion continued about potential revisions

Motion: To remove from the table, amend policy by deleting the words “4310, College Newspaper” and pass for first reading (Pfahler, Bogh, MSC)

B. Discussion: Full-Time Faculty Hiring Policy, 2nd Draft

Majority of recommendations from faculty were accepted. Any other concerns as it is written? None.

Motion: To support this draft as it is written (Brink, Jones MSC)

Hogrefe will be meeting with Valley to discuss part time policy

VII. New Business

VIII. Committee Reports

A. Title V Bridging/Steering - none

B. Personnel Interests – Classified Luncheon scheduled for April 12. Suggestion from faculty to personally invite classified staff.

C. Scholarship – Fri. 30th March applications due

D. Honors Steering - none

E. Professional Development – funds used to average \$5000.00/year. There is approximately \$40,000 in budget for professional development. Encouraged faculty to take advantage of currently offered professional development activities on campus. Has been an increase in opportunities in the last few years.

F. Educational Master Plan - none

G. GE Task Force - close to finalizing documents coming to committee. Trying to get items through for next catalog.

IX. CCA Report

Had the first luncheon of the semester today. Kathy Kafala, president SBCCTA was present at the luncheon. Discussion of issues and areas that faculty would like to be included in contract negotiations coming this spring.

X. Announcements

May 15th – 12:00 Interdisciplinary Event – “The Sky is the Limit” 5th year.

End of the year party for faculty and staff being planned.

XI. Statements from the Public

XII. Adjournment

Meeting was adjourned at 4:12 pm.

Respectfully submitted,

Meridyth S. McLaren, Secretary