

Crafton Hills College Academic Senate
Approved Minutes
March 7, 2007

Academic Senate President Rick Hogrefe called the meeting to order at 3:02 pm.

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

Members Absent: Jane Beitscher, Robert Boehm, Kathy Crow, Catherine Hendrickson, Robert McAtee (on sabbatical), Bob O'Toole, Snezana Petrovic, Diane Pfahler, Sherri Wilson (on sabbatical)

Guests Present: Lou'Rie Bahner, Julie Davis, Gloria Harrison, Reuben Harrison, Ericka Paddock, Cidhinnia Torres-Campos

I. Administrative Reports

None

Rick introduced the new Director of Planning and Resources – Cidhinnia Torres-Campos

II. Approval of Minutes from February 21, 2007

Approved with correction by consensus.

III. Treasurer's Report

Treasurer Jodi Hanley reported that the AS account balance stands at \$3285.92.

IV. Other Reports

A. Classified Senate Report

New president – David Molnar

B. Student Senate Report

1. April 13 – Intermural Sports Day. Bahner will be captain of the staff and faculty team. Requesting more volunteers for judging and third party representatives. Scheduled activities include dodgeball, kickball, obstacle course and ultimate Frisbee course. Bahner encouraged faculty to participate – need teams of 10.
2. At the last AS Days, AS gave out approximately 150 smoothies each day. Number of participants at events continues to increase.
3. March 9th - AS reps are meeting with TL Brink, Ericka Paddock and Steve Hellerman to finalize Student Satisfaction Survey.
4. Request for faculty to volunteer to present student awards and to read through award applications.
5. New student senate application for elections is available.

V. Senate President's Report

- A. Full-Time, Part-Time and Equivalency Policies

Full-time policy in its last step. Valley had a few additional concerns, most likely go to board in April. Trudy Largent continues to work on the Part-time policy.

- B. Special Senate Meeting – March 14th 3:00
Regular meeting scheduled for Mar 21st, which is during Spring Break. A full faculty meeting scheduled for March 14th instead, to discuss the master plan.
- C. Accreditation Update
Initiative for program goals has started – ELumen kick off tomorrow. AS now has its own e-mail address. Progress report is coming. April 6 - first round of progress reports are due.
- D. Senate approved Gala funds will be used to complete the largest item for the raffle plus one additional item.
- E. Board being presented with a suggestion to raise parking fees to \$45 for yearly pass, \$25 for a semester. Additional funds will go to maintenance and upkeep of parking lots. Some faculty concern with receiving tickets when parked on campus after hours.

VI. Old Business

- A. **Action Item, 2nd Reading:** Student Rights and Responsibilities
Motion : To approve the current Student Rights and Responsibilities document.
(Bahner, Brink, MSC)

VII. New Business

- A. Discussion: General Education Program Proposal
Powerpoint presentation to give history of the GE task force, its charges and its progress. At the last accreditation the college was instructed to review GE requirements which had not been systemically evaluated in over 20 years. A task force was created. Their first task was to create an education philosophy statement. The committee then created a general education philosophy statement. There is Title 5 language guiding GE requirements. Task force created and distributed a survey to faculty about what was happening in current classes. The GE Task Force also led discussions regarding the meaning of an associate's degree. These discussion lead to review and raising of graduation requirements in Math and English. Minimum graduation requirements were eventually adopted by all CA community colleges. During its 3rd year, the GE task force led campus wide forums regarding GE Outcomes statements. Based on feedback from campus they revised the statements. Last fall, the statements were brought to the AS. After further revisions, statements were approved by AS. This year a reading requirement was added to the English requirement. This past fall the GE task force led discussions to further define some of the new GE outcomes so that measurement will be possible. The GE proposal being reviewed today is not require significantly more courses than the previous GE requirement, perhaps one more course. Students would be required to take one course in the nine GE areas. Current proposal does not include a computer literacy requirement due to continued discussion of what that entails. GE documents will continue to be evaluated and to evolve. Now the Task Force must focus on outcomes assessment and completion documentation. Faculty questions about specific courses can be discussed at some point but currently the request is to look at the document as a whole. Process for adding and changing which courses fulfill which will become much more of a focus for the GE task force next year.
- B. Discussion: Draft of Revised Academic Senate By-Laws
Main additions were roles and responsibilities of senate members as well as dividing the vice-president and the president elect positions. The main reason for the split is

to reduce the number of years a faculty member has to commitment to serving. A list of full time faculty by division was distributed. There was discussion about combining faculty from Student Services and Technology and Learning resources into one pool. This would give them 17 members and make the number in each division more equal.

- C. Discussion: Statement of Qualifications for Online Teaching Form/Process ETC document indicated a need for some type of online readiness. Could be on campus or off campus training, previous teaching. This form allows faculty to document their readiness so that recommendations to teach DE classes can be given by the DE committee to the Division Dean. Document renamed to Statement of Faculty Readiness/Distance Education.

VIII. Committee Reports

- A. Curriculum – done with courses, working on bylaws and processes, request to get 6 year reviews done as soon as possible. Don't have to wait until fall to submit revisions.
- B. Student Interests – graduation speaker has accepted. Hogrefe informed the senate that there will be a student speaker as well as an outside speaker. The Health and Wellness Center has received some reimbursement of funds. The financial situation doesn't seem to be as dire as was previously anticipated.
- C. Budget and Planning - meeting on April 15. It will be a four hour workshop on process and evaluation for program review process.
- D. Title V Bridging/Title V Steering – the grant has one requirement with three components. Large goal to create a systematic developmental program for the entire college. Title 5 grant will expire in 3 years, the Dreams Express will not. This semester was the first learning community. Four more learning communities scheduled for fall.
- E. Educational Technology – faculty readiness form completed. Continuing to revise DE strategic plan.
- F. Scheduling - none
- G. District Assembly – looked at facilities use AR – add/drop revisions went through
- H. Student Learning Improvement Cycles – Outlook and Outcomes went out in the mail. Dr. David Shoop will be presenting tomorrow – ELumen – computer program for the use and measurement of learning outcomes. Workshops at 11 and 1:30. Mandate for program outcomes has been issued. Statements/outcomes need to be meaningful in order to be effective.
- I. Chairs Council - meeting April 6

IX. CCA Report

Thanks to those who attended the last luncheon. Representatives will continue to update faculty on contractual issues.

X. Announcements

None

XI. Statements from the Public

None

XII. Adjournment

Meeting was adjourned at 4:39 pm.

Respectfully submitted,
Meridyth S. McLaren, Secretary