

**Academic Senate
December 5, 2007
Approved Minutes**

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

Members Present: Debbie Bogh, T.L. Brink, Robert Brown, Milly Douthit, Jodi Hanley, Steve Hellerman, Catherine Hendrickson, Rick Hogrefe, Jim Holbrook, Marina Kozanova, JoAnn Jones, Damaris Matthews, Sandra Moore, Meridyth McLaren, Bob O'Toole, Catherine Pace-Pequeño, Mario Perez, Snezana Petrovic, Ralph Rabago, Mark Snowwhite, Frances White, Gary Williams

Members Absent: Daniel Bahner, Ryan Bartlett, Jane Beitscher, Kathy Crow, Diane Pfahler, Mark Snowwhite, Sherri Wilson

Guests Present: Diva MacSeng, Cheryl Marshall, Bob Temple

I. Administrative Reports

A. Vice President of Instruction Report

VP of Instruction Cheryl Marshall reported on our Marketing and Outreach plan - New efforts being focused on marketing, some of which focused on the district and some on our campus. A recruitment team was established who help to coordinate outreach events. Looking to put together outreach rolling briefcases. Anyone attending an event can take a briefcase filled with marketing literature. Also implementing a phone bank to call students who registered but never enrolled. Faculty need to remind students to register for next semester. Be sure to highlight website registration. Flyers will be posted in local businesses about registration. Flyers and viewbooks are available to faculty for distribution at local events. Ads are being put in local English and Spanish newspapers. Marketing cards for new and continuing students. Commercials are running in theatres. Ads are also on OMNITrans busses, radio and TV. Button will be added to web page for evening and online classes. Suggestion for future ads – include something about transfer programs. Any feedback should go to Cheryl or Patrick. Another round will go out in spring advertising summer and fall.

B. Vice Chancellor of Fiscal Services Report

Bob Temple reported on bond issues including priorities, what the bond will be used for and specific guidelines about what faculty can and can not do to advocate for the bond.

1. The district hired a firm who have been doing a study for the last 8 months looking at the surrounding communities' responsiveness a bond. Polling has shown that response would be favorable. Looking at the February elections – most favorable for timing. Info sheets describe bond and what it will be used for. Handout identified all projects identified in the Master Plan. Many projects would be achieved with the \$500 million bond. The district and college will continue to look at alternatives for projects that would not be funded through bonds. If bond passes, the first monetary draw will be August 08.

2. What can we do during a board campaign once the resolution is passed?
Can not use public funds or materials (including when you are on work time) to advocate for or against. Faculty and staff need to be knowledgeable about what the bond is to be able to answer questions.
Polling also indicated very positive feedback about the colleges.

II. **Approval of Minutes from November 21, 2007**

Accepted by consensus

III. **Treasurer's Report**

The balance stands at \$2749.24.

IV. **Other Reports**

- A. Classified Senate Report
None
- B. Student Senate Report
Diva MacSeng reported that the Student Satisfaction Surveys have been distributed. They would like them back by Dec. 14th. Feb. 2 is the Battle of the Bands.

V. **Senate President's Report**

1. Pool – location was determined to take two holes of the golf course. Architects planned to put dirt from the pool onto the rest of the golf course – thereby removing the entire golf course. Need to begin focusing on the process now. Need to be aware of the effects these upcoming facilities will have on our instructional program.
2. Catalog rights – CHC has a 5 year limit on catalog rights. Valley changed their limit to 1 year in 2003. Will change CHC's limit to match Valley's. There may still be more conversation about the rest of the resolution. Still some issues with granting of multiple degrees.

VI. **Old Business**

- A. **Action Item 2nd Reading:** F07.02 Granting Credit for Graduate Coursework
Motion: To approve (Rabago, Jones, MSC – 4 nos)

VII. **New Business**

None

VIII. **Committee Reports**

- A. Curriculum – continue to work through course outlines
- B. Student Interests – have submitted a resolution. Had a meeting today about reduced textbook or no textbook classes. Would like votes/feedback about graduation speaker.
- C. Educational Policy - none
- D. Scholarship - none
- E. Personnel Interests – meeting on Dec. 13th.
- F. Planning and Budget - none
- G. Title V Bridging/Title V Steering – Answer Center staffing for spring – info and sign-ups will go out soon. Attending chairs council to update them on Basic Skills Initiative (BSI)
- H. Educational Technology – faculty will receive a letter about the new incentive program for the development and teaching of online classes.
- I. Scheduling – Friday – Summer Sticky Day
- J. District Assembly – SBVC preparing a survey about the compressed calendar, district may see reduced monies depended on state budget process, change length of student catalog rights to be consistent with Valley.
- K. Student Learning Improvement – 54% of degree related courses have SLO's – 33% of all courses. Going to review charges and goals of the committee.

- L. Accreditation - Last week two members of the Accreditation Committee were on campus to note our progress on our mid-year report. Rick Hogrefe was invited to be a part of this meeting. Team reports will go to Mark Snowwhite for assimilation and review by Vice Presidents. The holes that exist now can't be filled at this point. This will be noted by the Accreditation Committee. Main area of focus will be on planning and program review. We have the process in place but we haven't implemented it for long enough show that it is a sustainable process.

IX. CCA Report

Negotiations on contract opening back up again in January 11 & 12th.

X. Announcements

1. Tonight is the opening reception for the student exhibition - focus is whimsy. Using lots of recyclable materials. Jazz concert tomorrow. Dance recital was a huge success. Coproduction with University of Redlands to present La Traviata – April 4-8th.
2. All public institutions will be required to have disaster plans that are operational in the next two years. We need to start having disaster drills and preparedness planning meetings. Faculty are typically the ones with the students when a disaster happens so we need to be prepared.
3. Fire and paramedic students will be going to Alabama for training which includes the spraying of bad things on them.
4. Math club having a rep from UCR about the Engineering program
5. Next Friday – faculty at the Little Fisherman

XI. Statements from the Public

None

XII. Adjournment

Meeting was adjourned at 4:45 pm.

Respectfully submitted,

Meridyth McLaren, Secretary