

Crafton Hills College

Academic Senate Approved Minutes

Date: Aug 15, 2012

Time: 3:00 – 4:45 p.m.

Location: LRC 226

Members Present (Bold)

Career Ed & Human Dvlpmnt

TL Brink
Ken Bryson
Jim Holbrook
JoAnn Jones
Meridyth McLaren
Diane Pfahler

Members Absent (Italics)

Math, Eng & Instr. Suprt

Kathleen Gibson
Jodi Hanley
Catherine Hendrickson
Dean Papas
Scott Rippy
Sherri Wilson
Gary Williams

Arts and Sciences

Denise Allen
Robert Brown
Steve Hellerman
Richard Hughes
Marina Kozanova
Jessica McCambly
Mark McConnell
Julie McKee
Bob O'Toole

Student Services

Debbie Bogh
Judy Giacona
Damaris Matthews
Mariana Moreno

Guests:

Augustin Equihun (Student Senate), Stacey Fullwiler, Cheryl Marshall, Kim McCormick, Elizabeth Mealey, Krysten Newberry, Snezana Petrovic, Rebecca Warren Marlatt

TOPIC	DISCUSSION	FURTHER ACTION
Call Meeting To Order	Meeting called to order 3:01 pm	
Administrative Report (10 min)	Report given by Cheryl Marshall, Interim President 1. Open Q& A – Aug 30 th noon. 2. Sustainability committee will be starting again. 3. Scheduling will start again soon. 4. Do not currently have a marketing person – have various people on call to attend events, functions to take photos, write stories. Question about current enrollment numbers? Don't have them right now. Will send out through e-mail.	Send numbers
Treasurer's Report (2 min) McKee	The balance stands at \$2884.33. Read thank you card from Bret Scaliter for the retirement gift. Question about 4.0 checks – have been sent to Laura, but not picked up by students yet. Balance does not reflect the \$ from the checks until they are picked up and cashed. Request to add giving Merrill Deming a retirement gift to agenda.	Talk to Laura Record
CTA Report (5 min) McLaren	Exec had their retreat over the summer. E-mail about phone banking for various election issues was sent out. Please give of your time if possible.	
Classified Senate Report (3 min) Mealey	Mealey reported – chili cook off coming up – October Fundraising events are also coming up All shared governance positions for classified have been filled	
Student Senate Report (3 min) Equihua	Augustin Equihua reported – SS had retreat Aug 29 th Student appreciation day coming up. Co -Sponsoring the Goodwill truck – faculty can help by donating and participating.	
AS President's Report (5 min) Allen	Meeting today about training the chairs of a committee about being a chair. Work on committee assignments continues. Received an e-mail from the Valley AS President including all of their AS agendas and associated documents. They send all AS documents to CHC AS President and the Board. Should we be doing this? May be appropriate for some but not others. Things involving District Assembly with timelines would be good. Could be a useful way of finding out what Valley is doing.	Send future agendas and minutes to AS president at Valley and the board

Approval of Minutes (3 min) Allen	Motion: To approve with corrections (Bryson,Rippy, MSC) <i>Discussion:</i> need to make sure we utilize the last column – further action	Make corrections
AS Committee Reports <ul style="list-style-type: none"> Chairs - Schmidt Curriculum - Salt Educational Policy - Rippy Educational Technology - McLaren Honors Steering - TBD Non AS Committee Reports (0 min) No Requests	None	
Adding agenda items	Motion: To add the following to the agenda. 1. Approval of Kim Salt as curriculum chair 2. Add request for money for welcome back bBB 3. Add retirement gift for Merrill Demings (Wilson, Holbrook, MSC) <i>Discussion:</i> none Motion: To appoint Kim Salt as curriculum chair for 12-13 (Holbrook, Brink, MSC) <i>Discussion:</i> none Motion: To approve up to \$100 for the Welcome Back BBQ, on Friday August 24 th (Bryson, Hanley, MSC, 2 abstention,) <i>Discussion:</i> none Motion: To purchase a retirement gift for Merrill Deming not to exceed \$100 (Pfahler, Jones, MSC, 1 opposed, 3 abstentions)	
Old Business A. NONE		
New Business AS Retreat Topics A. Bylaws B. Committee Assignments C. Committee Charges D. AS Buddies E. Shout Outs (30 min) Allen	A. Bylaws will go out with a copy of the communication form. How do we want the feedback – from buddies to senator to exec or directly to exec? Make buddies aware of bylaws but they should submit comments directly B. A few changes are still being made. Still need a few faculty to serve on some committees. Approve as is with understanding that things will change Motion: To approve current committee assignments (Pfahler, Jones, MSC) C. Will add the suggested pieces by next week. Add to the agenda for discussion in two weeks. D. Buddies do not need to be from your division – can be anyone. A way to make the information more personal. E. Information about what faculty are doing needs to make its way to Robert. Will be a FB page, a link on the homepage and will be included in the report to the board.	Resend bylaws with communication form Add committee chairs need for further discussion to chairs agenda. Need to operationalize terms. Make changes to committee charges and send out draft. Add to agenda in two weeks – old business.
Announcements	Transfer Center is doing workshop on writing letters of recommendation. Sept 7 – 10:30-12 Campus Safety and Health Fair – 12 th and 13 th of September – being put on by Campus Police.	
Statements from the public	10-18-12 at 10:18 – Great american shake –out How do we select members? Who does the updating of our senate webpage?	
Adjourn	Motion: To adjourn at 4:15 pm (Hellerman, Matthews, MSC)	
Mission Statement To advance the education and success of students in a quality learning environment.	Vision Statement To be the premier community college for public safety and health services careers and transfer preparation.	Institutional Values creativity, inclusiveness, excellence, and learning-centeredness.