

Crafton Hills College

Academic Senate Unapproved Minutes

Date: Sept 5, 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 Equihua, Kim McCormick, Krysten Newbury, Rebecca Warren Marlatt

TOPIC	DISCUSSION	FURTHER ACTION
Call Meeting To Order	AS President Denise Allen called the meeting to order at 3:00.	
Administrative Report (10 min)	Rebecca Warren Marlatt reported on: FTE numbers, discussions starting on upcoming renovations and moves, Left Lane project going well, Tanya Rogers was named as the new interim Director of HR at the district. SLO form is to help with the report due in October. They want to see our plan for assessment and the cycle we will follow.	
Treasurer's Report (2 min) McKee	No report. Will be moving to an online system for record keeping.	
CTA Report (5 min) McLaren	First luncheon scheduled for Wednesday, Sept 19 th . From 12:30 – 2:30 pm. Will be presenting information about Props 30 & 32. Continuing to negotiate with the district about SLOs as a work load issue.	Request for more information on the vote affecting pension.
Classified Senate Report (3 min) Mealey	No report at this point	
Student Senate Report (3 min) Equihua	Request to record meetings. Will have to agendaize and discuss. Student appreciation day last week. Went well. Upcoming – pulic safety day – Sept 12 & 13. Sept 17 th Constitution Day Goodwill fundraiser starting Oct. 1 – truck in lot D. Distributed a resolution regarding support of Prop 30.	
AS President's Report (5 min) Allen	Attended District Assembly info – approved a no smoking policy – looked at implementation of smoking areas. Distributed information about the Presidential search process. Need to appoint an AS member to the committee. Jim Holbrook willing to serve. Some question about the committee makeup. Only 9 or a set of 9 from each campus? Need to clarify. May be board policy to only have 9 total. Will there be open forums for the candidates? Yes Any objections to Jim Holbrook serving? Should have multiple senators willing to serve, so Denise can offer names quickly. Diane Pfahler, TL Brink, Catherine Hendrickson, Bob O'Toole, Debbie, JoAnn Jones, Steve Hellerman, Ken Bryson, Kim McCormick, Mark McConnell, Scott Rippy all volunteered. Are the positions specific to the campuses or the district needs 2 presidents – location to be determined after hiring? Question about the community member. How is s/he selected? Position announcement was sent out District assuring there will be no layoffs.	Find out the search committee makeup. One set from each college? Check with Valley about their feelings about the committee. What is the role of the trustee on the committee? Why would they be there? Check about how the positions are being hired. Resend announcement

Approval of Minutes (3 min) Allen	Motion: To approve with change (Holbrook, Rippy, MSC)	
AS Committee Reports <ul style="list-style-type: none"> Chairs – Allen (timeline for scheduling) Curriculum – Allen (curriculum chairs) Educational Policy Educational Technology Honors Steering Non AS Committee Reports No Requests	Suggestion not to send information to faculty about scheduling before the faculty start. Info goes out to multiple groups, counseling, police, not just academic	
Old Business <ul style="list-style-type: none"> A. Bylaws – comments due 9/16 B. Committee assignments C. Committee Charges D. AS buddies E. Shout Outs – online & hard copy 	<ul style="list-style-type: none"> A. Need comments by 9/16 B. Pretty much complete C. Sent out, needs to be looked at by chairs and revised if needed. D. Lists have been given – very important to be passing on info. Concern may be growing about class cuts. Will be supporting the class cutting procedure we created last year. May need a resolution for further support. E. Shout out form is available. Is this only for faculty? Yes – 	<p>Send a reminder that they were sent – get comments in.</p> <p>Inquire about an AS e-mail account.</p>
New Business <ul style="list-style-type: none"> A. AS Parliamentarian B. AS Conferences C. IRB proposal D. SLO 3 year planning document (30 min) Allen	<ul style="list-style-type: none"> A. Identified in the bylaws. Suggested it be the past president or the president elect. Motion: To strike D5 and move to item 6 F & G 4 (Hobrook, Bogh, MSC) <i>Discussion:</i> it is a logical placement of that responsibility B. The amount of money we receive is less than it would cost for one person to attend, only half of what we need if we want to send two people. Should we request more money. Yes. C. IRB – Internal review board – evaluate research requests. Charged with protecting the rights of human subjects. Should be a faculty driven committee. Motion: Propose a standing committee for the establishment of an IRB. (Holbrook, Jones, MSC) <i>Discussion:</i> should have the ability to pull in people who have expertise in the area of research – a content expert Is this limited to human subject research? Yes Gary Williams, TL Brink, Meridyth McLaren, Catherine Hendrickson D. Request for clarification on the SLO form. What is this for? Required? A suggestion? Will not be used for evaluation of a department. It is for documentation of our process and to assist with planning. The document should go back to Keith Wurtz. Keith will also send out a link to an electronic copy. 	
Announcements	Goodwill drive – flyers in back. Transfer fair – Tuesday 10-1:00 Employer coming next Wed & Thurs –11-12 in LRC - has part time positions available Scholarship apps open Oct. 5	
Statements from the public	Faculty have authority over the 10+1 – requests to address 10+1 issues should not be coming from admin.	
Adjourn	4:35 pm	
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.