

Crafton Hills College

Academic Senate Agenda

Date: Sept 3, 2014
 Next Meeting: September 17th
 Time: 3:00 – 5:00 p.m.
 Location: LRC 226

The primary function of the Academic Senate is to make recommendations with respect to academic and professional matters. Academic and Professional matters means the following policy development matters:

1. Curriculum, including establishing prerequisites.
2. Degree and certificate requirements.
3. Grading policies.
4. Educational program development.
5. Standards or policies regarding student preparation and success.
6. College governance structures, as related to faculty roles.
7. Faculty roles and involvement in accreditation processes.
8. Policies for faculty professional development activities.
9. Processes for program review.
10. Processes for institutional planning and budget development.
11. Other academic and professional matters as mutually agreed upon.

Consult Collegially means that the district governing board shall develop policies on academic and professional matters through either or both of the following:

- Rely primarily upon the advice and judgment of the academic senate, OR

The governing board, or its designees, and the academic senate shall reach mutual agreement by written resolution, regulation, or policy of the governing board effectuating such recommendations.

Members – Roll Call by Sign in

Career Ed & Human Dvlpmnt

TL Brink
 Jim Holbrook
 Meridyth McLaren

**Senators at Large*

*Daniel Bahner**
*Ray Bell**
*Jeff Cervantes**
*Patricia Menchaca**
*Robert McAtee**
*Jimmy Urbanovich**

Math, Eng & Instr. Suprt

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

Arts and Sciences

Denise Allen-Hoyt
 Robert Brown
 Richard Hughes
 Jessica McCambly
 Mark McConnell
 Julie McKee (sabtcl)
 Snezana Petrovic
 Dianne Purves (PT rep)

Student Services

Debbie Bogh
 Mariana Moreno

Guests: Emma Diaz, Jodi Hanley, Liz Langenfeld, Jade Murguia, Mark Snowwhite, Bryan Reese, Rebecca Warren Marlatt,

ITEM	DISCUSSION / FUTHER ACTION	Action
Call Meeting To Order		
Administrative Report (5 min)	Dr. Cheryl Marshal reported on: A. Bachelor's Degree B. Common Assessment Initiative (status of this?) C. Middle College	
CTA Report (2 nd mtg) (5 min) McLaren		
Classified Senate Report (1st mtg) (3 min)	None	
Student Senate Report (1st mtg) (3 min)	Jade Murguia - preparing for student assembly in December	

<p>AS President's Report (10 min) Allen</p>	<p>A. President Elect - still vacant B. Highlights from our Fall Retreat - good discussion, prioritized things for fall, have begun work on a few. C. Emeritus JoAnn Jones – D. Senators at Large – Liz Langenfeld has asked to be considered for a seat. E. Kim McCormick has retired. F. <i>Discussion:</i> Jodi Hanley interested in taking the other seat</p>	<p>C. Motion: to approve the resolution (Brink, Hughes, MSC, 1 abstention - Purvis) D. Motion: To approve Liz Langenfeld as a senator (Brink, Hendrickson, MSC)</p>
<p>Treasurer's Report (1st mtg) (2 min) Menchaca</p>	<p>4.0 Scholars and Faculty Fund - official been separated. Will have forms if a faculty would like to redistribute. Donation to Mark Wurmbbrand scholarship fund <i>Discussion:</i> none</p>	<p>Motion: To allocate \$100 to Mark Wurmbbrand scholarship fund (Brink, Menchaca, MSC 1 abstention - Holbrook)</p>
<p>Informational/Action Item</p>		
<p>Consent Agenda</p>		
<p>Approval of 8.15.14 Minutes & Voting Record</p>	<p><i>Discussion:</i> voting record still not clear, cumbersome, need to record all yes and no votes.</p>	<p>Motion: To send the minutes back to exec for reformatting of motions and discussion (Holbrook, Bogh, MSC)</p>
<p>AS Committee Reports 1st meeting of the month: A. District Assembly (Jim) B. Chairs (??) C. Honors Steering (Deb??) 2nd meeting of the month: D. Curriculum (Mark M) E. Educational Policy (Rich??) F. Educational Technology (?) Other Reports SSEEMM (1st meeting) EPI (as needed)</p>	<p>A. Written notes submitted. Vacancy due to retirement. 3 year staffing plan. Need input from faculty. Still need a committee to work on AP/BPs. Need a faculty member for a noncredit task force. Overview of emergency preparedness process. AS President will send out a request to fill the seat vacated by JoAnn Jones. B. Jodi Hanley voted chair of chairs. Looking at program viability. Upcoming meeting will focus on sticky Friday and class caps. C. Not yet met. Suggestion to have one of the co-chairs report.</p>	
<p>Old Business A. Bylaws (10 min) B. AB86 (15min) C. Basic Skills Committee D. SLOs on the Course outline of record (10 min) E. Catalog Rights (Joe) F. Final Exam Schedule (Brian) G. Tablet Initiative (Brian)</p>	<p>A. Review and Approve changes - <i>Discussion:</i> none B. Update/Presentation by Emma Diaz. Information was distributed C. Review/Approve Charge, Membership, Term - There is a campus committee to deal with basic skills. Suggestion to include “work with other college entities on matters of basic skills” in the charge. Not currently excluded. No, but would highlight the importance of collaboration with other campus groups. This is a measure to assure faculty control of this area. Should be “consult” rather than work. Is the purpose to make it more collaborative than it sounds? The revised language takes us back to the original issue of control. Need to separate the academic and professional matters from the administrative. Oversee 10+1, recommendations for administrative areas. <i>Discussion:</i> need to finish it now, not send it back. Amended motion - remove oversee Purves accepted Amended to remove collaborate Purves accepted Discussion: still have issues we have not settled.</p>	<p>A. Motion: To accept the bylaws (Bahner, Purves, MSC 1 nay- Gibson) C. Motion: To send the Basic Skills Committee charge back to the committee with comments and suggestions for changes (Bahner, Papas, MSF) nays - Brown, Menchaca, Bogh, Petrovic, Williams, Rippy, Purves, Bell, Holbrook, Brink, Allen, McCambly, McLaren - 1 abstention - Cervantes Motion: to accept the committee charge with changes (Purves, Brink, MSF)</p>

AS President made the recommendation to send it back to the committee.

D. SLO's

a. ACCJC Recommendation #1: that the Student Learning Outcomes be placed on the course outline of record.

i. After looking at other course outlines at various campuses, the Curriculum Committee is recommending that SLOs be included on the outline immediately after the course objectives.

Reasons:

- o Places the SLO's in a visible spot for all to see especially adjunct faculty.
- o Current accreditation standards allude to the fact that SLOs should be on the course outline of record.
- o Easier to keep track of the SLO's for each course instead of having them stored in another place.

b. ACCJC Recommendation #2: SLO's be added to course outlines and then revised as a part of the required 6 year course revision process and/or any time a course is updated.

Discussion: major issues with doing this - SLOs need to be a living document. This way we will have to change the course outline every few years. Understand that it is a central location and it makes it easier, but may not be best practice. Could have a link in the course outline? Can we do this? Yes, it can.

Issues with approvals - would be in the hands of admin.

Recommend to hold on this item so we can move on to other items

- Bogh left
- McCambly left

E. Academic Year? Or Per Semester? - Catalog rights are locked on July 1st of each year. Who keeps it archived? The program will do that. When will the catalog be available? The counselors need it. That is being addressed.

- Brown left

Vicki Franco is the contact person for making catalog changes.

F. *Spring? (Hold item till 9/18)*

G. *Update and Next steps (Hold item till 9/18)*

Motion: to reorder the agenda - NB B, OB E, NB A (Williams, Brink, MSC)

<p>New Business</p> <p>A. Statewide Disciplines List</p> <p>B. Student Success and Support Plan</p> <p>C. Title 5 compliance and aligning to the CHC Associate Degrees</p> <p>D. Middle College</p>	<p>A. <i>Deadline for recommendations is Sept. 30 - open every 2 years. Currently opened. Any considerations for new disciplines or changes in wording to current need to be forwarded to the statewide AS. (Hold item till 9/18)</i></p> <p>B. First Read – Return comment sheets to by Sept 12th</p> <ul style="list-style-type: none"> • Would appreciate feedback on the document. Timeline was distributed. • Got an extension on the equity plan so we can focus on this part fully. • Suggestion to get input from Math as well. • Another example of the Senate not being given enough time to fully review the document before we are being asked to sign off. • The document was created based on a large amount of campus dialogue. Agree it isn't much time but there isn't much in the document that has not been discussed. It reflects past discussions. It is a description of what we currently do. <p>C. <i>Recommendation is to revise the current Associate degree course options to comply with Title 5. (Hold item till 9/18)</i></p> <p>D. <i>Questions, Issues, concerns (Hold item till 9/18)</i></p>	
<p>Statements from the public</p>	<p>Hughes - 2 musical engagements in Redlands</p>	
<p>Announcements</p>	<p>Transfer fair - Tues - Sept. 16th</p> <p>Mock external evaluation</p> <p>CTA Luncheon Sept 17th.</p>	
<p>Adjourn</p>		
<p>Future Business</p> <p>A. Student Equity Plan (10.1)</p> <p>B. Committee Charges (9.17)</p> <p>C. AP & BP 4040, AP 4020, BP 4025, AP 4050 (and more)</p> <p>D. Accepting IB Credit as degree applicable credit</p> <p>E. Honors Terminology</p> <p>F. Establishment of a TMC Degree Course Substitution and reciprocity policy</p> <p>G. Credit/Non-Credit classes</p> <p>H. Program Viability (chairs)</p> <p>I. Preview of the Electronic Ed Plan Tool</p> <p>J. CA virtual college Presentation (Trelisa)</p>		
<p>Mission Statement</p> <p>To advance the education and success of students in a quality learning environment.</p>	<p>Vision Statement</p> <p>To be the premier community college for public safety and health services careers and transfer preparation.</p>	<p>Institutional Values</p> <p>Creativity, inclusiveness, excellence, and learning-centeredness.</p>