

Crafton Hills College

Academic Senate Minutes

Date: Sept 17, 2014

Next Meeting: October 1st, 2014

Time: 3:00 – 5:00 p.m.

Location: LADM 220

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**

*Rey Bell**

*Jeff Cervantes**

*Liz Langenfeld**

*Robert McAtee**

*Patricia Menchaca**

*Jimmy Urbanovich**

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Math, Eng & Instr. Suprt

Kathleen Gibson

Catherine Hendrickson

Dean Papas

Scott Rippey

Sherri Wilson

Gary Williams

Arts and Sciences

Denise Allen-Hoyt

Robert Brown

Richard Hughes

Jessica McCambly

Mark McConnell

Julie McKee

Snezana Petrovic

Dianne Purves (PT rep)

Student Services

Debbie Bogh

Mariana Moreno

Guests:

In accordance with the Ralph M. Brown Act and SB 751, minutes of the Crafton Hills College Academic Senate will record the votes of all members as follows: (1) Members recorded as absent are non-voting; (2) the names of members voting in the minority or abstaining are recorded; (3) all other members votes are understood as a vote in the majority.

Items	Recommendation/Discussion/Future Business	Action
Call Meeting To Order		
Administrative Report (5 min)	President Cheryl Marshall reported. <ol style="list-style-type: none"> A. Vacancies <ul style="list-style-type: none"> o 9 faculty vacancies, 7 classified vacancies – need to refine process for prioritizing positions. o Mike and Cheryl will work on looking at budget o \$640,000 effect on budget B. Brandman on campus <ul style="list-style-type: none"> o WASC approval o Social science, psych, liberal studies most popular bachelors programs o Grad program – masters of ed 	

	<ul style="list-style-type: none"> o EdD program next fall o Sheila can visit classes to give presentations for career paths or to give general Brandman information <p>C. AB 86 progress is moving forward</p> <ul style="list-style-type: none"> o More faculty participation is needed. o Contact Emma Diaz for meeting details. <p>D. Cheryl announced that she is a finalist for a presidency position at Mira Costa College</p> <p>VPSS Rebeccah Warren Marlatt reported on the Student equity plan</p> <ul style="list-style-type: none"> o progress will begin with a couple of open forums o looking for members of the task force o Rebecca provided a fact sheet from the state chancellor's office 	
CTA Report (2nd mtg) (5 min) McLaren	<ul style="list-style-type: none"> • Luncheon today was cancelled due to lack of available space. • CTA breakfast will be organized by Ted. Tomorrow 9am • Exec board met with trustee candidates. Exec board will make recommendation for support later. Question about CTA negotiating pay increases with the district and then the district making campuses pay. Source of the funding has nothing to do with CTA. 	
Classified Senate Report (1 st mtg) (3 min)		
Student Senate Report (1 st mtg) (3 min)		
AS President's Report (10 min) Allen	<p>A. AB86 issues. Information meeting coming up. Different breakout sessions. Need to have people attend.</p> <p>B. Still making up committee lists - if wanting to serve on Student Success Committee, let Jessica know.</p> <p>C. Emeritus Kim McCormick –Resolution: Resolution was read.</p> <p>D. New Senators: Jodi Hanley (Math) and Hannah Sandy (Health Center)</p> <p>E. Noted the system for recording votes is written at the top of the agenda.</p>	<p>C. Motion: To approve resolution as presented (Bogh, Brink, MSC)</p> <p>D. Motion: to approve Jodi Hanley and Hannah Sandy as senators (Holbrook, Brink, MSC)</p>
Treasurer's Report (1st mtg) (2 min) Menchaca		
Consent Agenda	<p>Recommended forwarding for approval to District Assembly.</p> <p>BP 2435, 2714, 2715, 2740, 4230, 5075, 6925</p> <p>AP 2435, 2714, 2715, 5013, 4230, 5075, 6925</p>	<p>Motion: To forward APs and BPs on consent agenda to District Assembly sub committee. (Holbrook, Menchaca, MSC)</p>
Informational/Action Item	<p>A. BP's 2735, 5500, 7400 and AP's 2735, 5500, 7400 – Recommend delay of approval to allow our Ed Policy Committee Time to review</p> <p>B. BP's 6200 & 6300 and AP's 6200 & 6300 – Recommend forwarding to Campus Budget Committee</p>	<p>A. Motion: To hold the BP's and APs in A for no more than 90 days (Holbrook, Hanley, MSC)</p> <p>B. Motion: To hold info item B for no more than 90 days to be reviewed by campus committees (Holbrook, Hughes, MSC)</p>

<p>Approval of 8.15.14 & 9.3.14 Minutes & Voting Record</p>		<p>Motion: approve to 8/15/14 minutes and voting record. (Holbrook, Gibson, msc)</p> <p>Motion: to approve 9/3/14 minutes and voting record with corrections (McConnell, Hughes, msc)</p>
<p>AS Committee Reports 1st meeting of the month: A. District Assembly (Jim) B. Chairs () C. Honors Steering (Gary) 2nd meeting of the month: D. Curriculum (Jody H) E. Educational Policy (Rich) F. Educational Technology (?) Other Reports SSEEMM (1st meeting) EPI (as needed)</p>	<p>A. Vacancy (update on membership to District Assembly) Nominations: TL Brink, Tom Bryant</p> <p>D. Jodi Hanley reported. No way to do a hyperlink in Curricunet. Kim can reset the passwords. Course caps- need to look at current courses and give suggestions to department chairs. DE and FTF can have different caps. Turning in SLOs has already been part of the process. Can change SLOs without doing a full course modification. Full time faculty must be authors. PT and Admin can co-author.</p> <p>E. Ed policy is still addressing the APs and BPs. Any additional comments or suggestions can be sent to rich. Question about whether all recommendations will come back to the AS? Yes.</p> <p>F. Had an organizational meeting to review charge – 1st meeting will be Oct.</p>	<p>A. Motion: To nominate Tom Bryant to District Assembly (Brink, Bogh, MSC)</p>
<p>Old Business</p>		
<p>A. AS Committee Charges and Membership</p>	<p>A.</p> <p>1. Review/Approve - Changes to committee charges - Question about changes to honors committee and voting vs. non-voting members - All FT faculty will be added to the list of voting members. Request to add a statement at top of committee list – reminding all committees that they make recommendations to the CHC Academic Senate. Cannot put ideas into action on their own.</p> <p>2. PT Faculty Nominations: Jeff Burke (Mathematics), Vonnice Bastedo (Kinesiology), Steven Vedhius (Political Science)</p>	<p>A1. Motion: to approve committees with changes and add to staff handbook (Holbrook, Moreno, MSC)</p> <p>A2. Motion: to approve Burke, Bastedo, Vedhius (Bahner, Holbrook, MSC)</p>
<p>B. Basic Skills Committee</p>	<p>B. Review/Approve Charge, Membership, Term</p>	<p>B. Motion: to approve charge membership, and term for basic skills (Holbrook, Menchaca, MSC)</p>

C. SLOs and the Course outline of record (10 min)	<p>C. SLO's – are archived already with the Course Outlines by the Curriculum Committee Chair</p> <p>Slos on course outlines. Course Outlines of Record are approved by the board. This is partly why a link wouldn't work. This way SLOs would be updated at least every six years. Many SLOs are already submitted to curriculum.</p> <p>Should we send Kim additional SLOs for courses they aren't submitted for yet? Would still like to see SLOs kept in a location easily accessed by students or part time faculty. Could we put the links in the catalog? Need to have a publicly accessible location for all SLOs.</p>	
D. Final Exam Schedule (Bryan)	<p>D. Spring?</p> <p>Final exam schedule clarified. Applies to FT and PT. suggestion to consider a procured exam center. Students and faculty will be given a survey at the end of the Fall term. A decision about Spring Final exam schedule will be made in Jan/Feb</p>	
E. Tablet Initiative (Bryan)	<p>E. Update and Next steps</p> <p>Bryan addressed concerns about the tablet initiative. Question about tech fee. Still looking at doing a much lower fee. Perhaps \$25</p> <p>Need to be careful about fees for infrastructure. Request for projected cost savings. Especially about textbooks. Suggestion to not take action until October meeting. Need to get data about success of current pilot study.</p>	
New Business		
A. Student Success and Support Plan	<p>A. Review Updates / Recommend to approve</p> <p>Would like to send a final version to the board by the end of sept. Can try to get an extension. Suggestion to give the president the power to sign.</p> <p>Suggestion to meet next week to also discuss the President's announcement and to also discuss latest version of the Student Success & Support plan.</p>	Motion : To meet next Wednesday (Holbrook, Brink, MSC)
B. Title 5 compliance and aligning to the CHC Associate Degrees	<p>B. Need to review and may need to revise the current Associate degree course options to comply with Title 5. Recommendation to forward to Chairs for Review</p>	
C. Middle College	<p>C. Questions, Issues, concerns – Move to Oct 1 agenda</p>	
Statements from the public		
Announcements	Transfer Fair coming up. Please encourage students to attend.	
Adjourn	Meeting adjourned at 4:55 pm	
<p>Future Business</p> <p>A. Student Equity Plan (10.1)</p> <p>B. AP & BP 4040, AP 4020, BP 4025, AP 4050 (and more) (10.1)</p> <p>C. Accepting IB Credit as degree applicable credit</p> <p>D. Honors Terminology</p> <p>E. Establishment of a TMC Degree Course Substitution and reciprocity policy</p> <p>F. Credit/Non-Credit classes</p>		

- G. Program Viability (chairs)
- H. Preview of the Electronic Ed Plan Tool
- I. CA virtual college Presentation (Trelisa)

<p>Mission Statement</p> <p>The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	<p>Vision Statement</p> <p>Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.</p>	<p>Institutional Values</p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>
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