

Crafton Hills College

Academic Senate Minutes

Date: January 21st, 2015
Next Meeting: February 4th, 2015
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

Senators at Large*

*Daniel Bahner**
*Rey Bell**
*Jeff Cervantes**
*Patricia Menchaca**
*Robert McAtee**
*Jimmy Urbanovich**
*Liz Langenfeld**
*Jodi Hanley**
*Hannah Sandy**

Math, Eng & Instr. Suprt

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

Career Ed & Human Dvlpmnt

TL Brink
 Jim Holbrook
 Meridyth McLaren

Arts and Sciences

Denise Allen-Hoyt
 Robert Brown
 Richard Hughes
 Jessica McCambly
 Mark McConnell
 Julie McKee
 Snezana Petrovic

Student Services

Debbie Bogh
 Mariana Moreno

Part-Time Reps
 Dianne Purves
 Yvonne Bastedo

Guests: Keith Wurtz, Bryan Reece, Mike Gordon, Dr. Corey Loomis (ILCS), Tom Bryant, Luis Mondragon

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	Meeting called to order at 3:02 pm.	
Administrative Report (5 min)	<p>Bryan Reese reported. Distributed enrollment information. Enrollment is up from last spring. We will be over a bit on budget. Need to bring up the fill rate in classes to closer to 80%. Does not mean every class will need to be at 80%. Will look at division fill rates. Starting the hiring process of faculty. Want to have it to the board by May. Crafton was chosen as one of the 15 to begin offering bachelor's degree.</p> <p>Question about caps – this impacts fill rates. How do we get more accurate numbers? Is something we need to look at. Need to find the balance between the number of quality, effective instruction with the number needed to be financial responsible. Looking at an average of 35 per class. This is something that will also be address by chairs.</p>	

CTA Report (2 nd mtg) (5 min) McLaren	Winter conference where we focused on communication with members, Listening campaign, luncheons will start again – February 18 th	
Classified Senate Report (1st mtg) (3 min)	None	
Student Senate Report (1st mtg) (3 min)	None	
AS President's Report (10 min) Allen	Sabbatical Update - chose Lisa Schimeld to go to the district level. District Budget Committee Report - Request from district budget to look at college bookstore, parking fees, the addition of the BA will mean some new processes and decision making requirements for us. Update on the Churn	
Treasurer's Report (1st mtg)		
Consent Agenda		
BP's & APs	BP & AP 2000's deemed non Academic or Professional Comments have been forwarded to DA AP-BP 3510_AP4020_AP4025_AP-BP5500_AP-BP6200_AP-BP6300	Motion: to forward recommendations to DA (Brink, Langenfeld, MSC)
Informational/Action Item	Input request on AB 86 docs - Common Hub Themes and Focus Questions Emma Diaz recognized the lack of faculty participation is due to scheduling. Will work on that. Requesting any input we have on the documents. Also looking at non credit programs. There is some money for the start up of these programs.	
Approval of 9.24.14 and 12.17.14 Minutes & Voting Record and		Motion: to approve the minutes from 9.24.17 (Bastedo, Bogh, MSC 2 abstentions McKee, Urbanovich). Motion – Bahner, Hughes, MSC, 3 abstentions – McCambly, Urbanovich, McKee Correction – don't call Daniel for books. Add guests.

<p>AS Committee Reports 1st meeting of the month (5 min): A. District Assembly (Jim) B. Chairs (Jodi) C. Honors Steering (Gary) 2nd meeting of the month: (5 min) D. Curriculum (Mark M) E. Basic Skills (Sherri) F. Educational Policy (Rich) G. Educational Technology (Denise) Other Reports SSEEM (1st meeting - Dean) EPI (as needed)</p>	<p>D. Curriculum has not met yet. E. Basic Skills – charge is to develop a basic plan. Need to develop a glossary of terms. Meeting with tutoring center to discuss their needs to make informed decisions about fund allocation. F. Ed Policy – will address aps and bps as they come. G. ETC – have not met since last AS meeting. Have approved a new instructor, made a few shells for faculty to demonstrate online skills– have a resolution for a coordinator, working on revising the DE plan. Other: The addition of the BA program at Crafton will impact the work all committees. Need to have the BA program on all the committee agendas. Need to go from strategic to operational. Welcome to the new senators. Jimmy and welcome back to Julie from sabbatical. Gave a good presentation about her project to the board.</p>	
Old Business		
<p>District Assembly</p>	<p>Need a new CHC rep Jodi Hanley submitted resignation, Tom Bryant will also not be able to serve this semester. Need someone to serve the rest of the term. Patricia is willing.</p>	<p>Motion: to have Patricia serve (Menchaca, Mccambly, MSC)</p>
<p>Final Exam Schedule</p>	<p>F14 Survey Results and Recommendation for future sememters Majority were in favor of the exam schedule used in F14. Need to have some policies and procedures put in place. Need to resend the information that went out previously. When will reevaluate?</p>	<p>To agendize the final exam schedule again Motion: to give final exams on the last day of class (Holbrook, no second Motion: to use the F14 exam schedule for SP15 and re evaluate (McConnell, McKee, MSC) Motion: to agendize in february (Wilson, Hughes, MSC 1 nay – Holbrook, 2 abstain – Bahner, Brink)</p>
<p>Instructional Support Chair</p>	<p>Consider recommendation from Instructional Support Faculty to establish an Instructional Support Chair position. We need something written. Need the original document to be available. Wasn't a document, only a request.</p>	<p>Postpone</p>

Resolution on Instructional Support Space	Second Reading of Resolution F14.02-	Motion: approve for second reading. Holbrook, Bastedo, MSC
Resolution on MCHS	<p>Second Reading of Resolution F14.01</p> <p>Received request for public comment. Did receive some suggestions for revisions.</p> <p>Public Comment - have continued to have discussion at the school end. Want to encourage us to provide some feedback. What we would like to see in order to make the project work for us. This could be a great way to work together. Need to reconsider our mission and find a way to make the paths cross.</p> <p>Changes were indicated on the copy of the resolution sent out to all faculty.</p> <p><i>Discussion:</i> why was it suggested to be removed? They are covered under the 4th whereas. Don't want to limit the areas we address. Some of the items are not related to minors – resources, parking. We would be the ones writing the policies so we could put all of these issues in the policy making process.</p> <p>4th whereas addresses legal issues. The items in 5 are more campus issues. The hope is that these things don't get lost if we delete.</p> <p>5th whereas deals with local issues – these are issues with everything at Crafton.</p> <p><i>Discussion:</i> very limiting. These are now the only things we will support?? This was to give voice to the faculty who are opposed to having a middle college on this campus.</p> <p><i>Discussion:</i> do not think we should remove our ability to explore this idea. This was our charge – to make a recommendation to the president.</p> <p><i>Discussion:</i> it will be important that our concerns are addressed. We need to be very specific so they can be addressed or determined to be more than can be done. This work is not in the resolution – that would be work that needed to be addressed after the resolution passes.</p>	<p>Motion: to approve changes to the 4th whereas (McLaren, McCambly, MSC)</p> <p>Motion: to remove the second whereas (McCambly, Bastedo, 6 yes, more nays, 1 abstention – Hughes, MSF)</p> <p>Motion: to amend the 1st resolve (McCambly, Menchaca, 4 yes, lots of no, 3 abstentions)</p> <p>Motion: to remove the second resolve (Papas, McCambly, 5 yes, 3 abstentions, Moreno, Bastedo, 1 abstention - Allen)</p> <p>Motion: approve the second reading (Menchaca, Hughes, MSC)</p>
New Business		
Resolution on DE Coordinator	<p>First Reading of Resolution S15.01 – DE Coordinator</p> <p>Resolution was read –</p> <p><i>Discussion:</i> position would need to be approved by the union before it can be opened. What will the title be? What is it at Valley?</p>	<p>Motion: to approve for first reading (Menchaca, McConnell, 1 nay – McKee)</p>

	Review recommendations as provided The current terminology is confusing for students. Honors is used to describe multiple programs and areas.	Motion: to approve the recommendation. Papas, Moreno, MSC)
Ongoing Business		
SLOs	Update on progress to get them all registered with the ORP	
Statements from the public	Return classrooms to its previous condition. Erase the board, put the chairs back. Next month is black history month. Professional Development would welcome ideas for events.	
Announcements	CTA – Professional deve. – January 30 th – Soupa palooza – New club – STEM Girls Issue with pricing of potato chips on the campus. March 10 and 12 – Days of Advocacy – anyone interested in presenting can go to the website : www.campuswithavoice.com Concert and gallery season starting. Look for announcements 2 students have been employed in theater. Another finishing his Ph.D. City has approved the college village. Will bring plans for that next time. Very interested in input from faculty. Foundation is selling bricks to raise money.	
Adjourn	Meeting adjourned at 5:01.	
Future Business		
<ul style="list-style-type: none"> A. Reorganization B. New Hires C. IB Credit (chairs) D. The Churn E. Zero level courses F. Title V compliance and associate degree options (forwarded to Chairs on 9.18.14) G. Establishment of a TMC Degree Course Substitution and reciprocity policy H. Credit/Non-Cr I. edit classes J. Preview of the Electronic Ed Plan Tool K. CA virtual college Presentation (Trelisa) 		