

# Crafton Hills College

## Academic Senate Minutes

**Date: March 4<sup>th</sup>, 2015**  
**Next Meeting: March 25<sup>th</sup>, 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\*

### 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:** Sheila Biship, Ben Gamboa, Rania Hamdy, Rick Hrdicka, Luis Mondragon, Steve Rush, John Stanskas, Larry Strong

**In accordance with the Ralph M. Brown Act nd 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
<b>Call Meeting To Order</b>	AS President Denise Allen called the meeting to order at 3:02 pm. Request to reorder the agenda to put the information about calendar and Brandman first.	<b>Motion: To reorder the agenda.</b> (Holbrook, Bastedo MSC)
<b>Administrative Report (5 min)</b>	Reorganization. Admin report presented by Bryan Reece – need to get our SLOs up to 100%. Will have a small reorg of departments –move fine arts into MERIS (Math, English, Reading, Instructional Support). Will be flying the dean position next year, want to write an accurate job description that reflects all of the departments under that dean. Trying to move to a 1 year in advance scheduling pattern. Will be building fall and then spring very quickly. This will be very good for students with their class planning as well as getting part time faculty to teach. 3- Peaks Challenge (May 9 <sup>th</sup> ). Three Peaks challenge this semester will be a triathlon – ride, bike, swim. Can do varying levels and have teams.	

CTA Report (2 <sup>nd</sup> mtg) (5 min) McLaren		
<b>Classified Senate Report (1<sup>st</sup> mtg) (3 min)</b>	None	
<b>Student Senate Report (1<sup>st</sup> mtg) (3 min)</b>	None	
<b>AS President's Report (10 min) Allen</b>	<p>End of Year Party Buddy List</p> <p>Working on end of the year party location. Looking at a few places in Yucaipa. Have been appointing lots of faculty to hiring committees. Also added faculty to a Churn committee. What is the committee doing? Looking at who is moving first, second, etc.</p> <p>Buddy list – was sent out and hard copies are available. Need to make an effort to disseminate information to the faculty who do not attend the AS meetings, especially on the process surrounding the vote of no confidence.</p>	
<b>Treasurer's Report (1st mtg)</b>	\$1520.54 in general fund.	
BP's & APs	No Aps or BPs to look at. Will start with the 6000's next.	
Informational/Action Item	None	
<b>Approval of 2.18.15 and 2.25.15 Minutes &amp; Voting Record</b>	<b>Motion:</b> to approve both sets of minutes (Bastedo, Wilson, MSC)	
<p>AS Committee Reports <b>1st meeting of the month (5 min):</b>  <b>A. District Assembly (Jim)</b>  <b>B. Chairs (Mark)</b>  <b>C. Honors Steering (Gary)</b></p> <p>2<sup>nd</sup> meeting of the month: (5 min)  D. Curriculum (Kim S.)  E. Basic Skills (Patricia)  F. Educational Policy (Rich)  G. Educational Technology (Denise)</p> <p>Other Reports  <b>SSEEM (1<sup>st</sup> meeting - Dean)</b>  <b>EPI (Robert)</b></p>	<p>A. Minutes approved. Ad hoc committee for non credit – parking issues were tabled for further investigation.</p> <p>B. Addressed issues of churn – new keys, security</p> <p>C. 58 honors students – 23 courses running for spring. Getting into student research conference time. Are sending students to various conferences. Also have need for student moderators. Campus research conference will be in April 17<sup>th</sup>. Deadline for proposals March 23<sup>rd</sup>.</p> <ul style="list-style-type: none"> <li>• SEEMM – reviewed and discussed the enrollment growth plan.</li> <li>• EPI – choice a new vendor for the degree audit program. Vendor will be meeting with IT to review the technical side. Is there money to help out with the IT side? Not sure. When would it start? Fairly quickly.</li> </ul>	
<b>Old Business</b>		
Brandman University	Update on Programs and Degrees – looked at various programs being offered and created a program with the most effective aspects of those other programs. The Ed.D is 22 months long. Are building a cohort, hoping to start this year.	

Instructional Support Chair	<p>Third and Final Reading of Resolution S15.02 – Instructional Support Chair</p> <p><i>Discussion:</i> curious how those who will be impacted, feel. It will be a very fluid group. Next step will be to forward this to the Union. Should move quickly as the union has negotiated an MOU on release time</p>	<p><b>Motion:</b> to approve resolution S15.02 (Williams, Bogh, MSC, 1 abstention)</p>
Vote of no confidence	<p>Process and timeline – Valley also doing fact finding. Grouping information into the 5 identified areas. Proposal for timeline – first reading on March 25<sup>th</sup>, 2<sup>nd</sup> reading on April 1<sup>st</sup> –(flex day), April 8<sup>th</sup> would be 3<sup>rd</sup> and final meeting. Board meeting is April 9<sup>th</sup> at Crafton.</p> <p>Chancellor made a few comments at District Assembly related to the vote of no confidence which were concerning.</p> <p>Can we still vote if we are out of town and unable to attend one of the special meetings in person? Can we teleconference in? President Allen will check into the rules relating to this request.</p> <p>Both Senates will gather evidence, draft a joint resolution, have the readings and vote to approve or not. If the resolution is approved it will be read to at the April 9<sup>th</sup> board meeting.</p> <p>There was a request for the Senate to consider conducting a vote of the whole faculty.</p> <p>Several comments were made related to this issue.</p> <p>The Academic Senate is a representative body and the Senators are elected to serve as the voice of the faculty. As such, the vote of the Academic Senate represents a vote of the whole.</p>	<p><b>Motion:</b> to hold call three additional meetings of the academic senate, on March 25, April 1<sup>st</sup>, and April 8<sup>th</sup> (Holbrook, Purves, MSC)</p> <p><b>Motion:</b> to hold two informational only meetings for the campus community on the resolution. (Bastedo, Rippy, MSC, 1 agbstenion – Papas, Cervantes, Moreno)</p>
<b>New Business</b>		
CHC Bookstore (Larry Strong)	<p>Presented a powerpoint about options for the bookstore. Currently it is losing money. Presented some benefits of outsourcing. Recommendation was made that the Bookstore should be revenue neutral rather than making money on the students. Need to make sure the bookstore remains an academic service rather than a business service. How and when will this decision be made? Would have to be presented to all the various campus decision making bodies.</p>	<p><b>Motion:</b> reorder agenda (Holbrook, McLaren, MSC)</p>
Calendar (John Stanskas)	<p>There are quite a few different options as to how we offer instruction. Next two calendars are already set, so the calendar committee is looking at future options. The CSUs are migrating to 16 week semesters. CSULA is switching over in 2016. CSUSB hasn't set a date yet. A flexible calendar and a compressed calendar are two different things. The calendar committee is seeking input from the Academic Senate on this issue.</p>	<p><b>Need to agendize this discussion for further consideration.</b></p>

Non-Credit Program	<p>Recommendation: That the CHC Academic Senate establish a task force charged with the responsibility of developing recommendations for offering a non-credit program at Crafton Hills College.</p> <p>Move to future agenda.</p>	
Hiring Prioritization	<p>How shall we deal with unforeseen/unexpected FT faculty vacancies or positions? Do we need to review and possibly revise our current process? If so, who should do this?</p> <p>Move to a future agenda.</p>	
<b>Statements from the public</b>	Holbrook stated that he will stand in support of our President, Dr. Cheryl Marshall. Gibson as well.	
<b>Announcements</b>	<p>Professor of the Year nominations. Need to decide how we want to participate in the Classified Appreciation Luncheon – in the past it was money, food and donations for raffle prizes. CTA luncheon will be held next week as the regularly scheduled meeting date would fall during Spring Break.</p>	
<b>Adjourn</b>		
<p><b>Future Business</b></p> <ul style="list-style-type: none"> <li>A. International Program (Glen Cook: 4-1-15)</li> <li>B. The Churn – Updated Plan (4-1-15)</li> <li>C. MCHS</li> <li>D. IB Credit (chairs)</li> <li>E. Zero level courses</li> <li>F. Title V compliance and associate degree options (forwarded to Chairs on 9.18.14)</li> <li>G. Establishment of a TMC Degree Course Substitution and reciprocity policy</li> <li>H. Preview of the Electronic Ed Plan Tool</li> <li>I. CA virtual college Presentation (Trelisa)</li> </ul>		