Crafton Hills College
Academic Senate Minutes

Date: April 15th, 2015 (3pm-5pm)
Next Meeting: April 29th, 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:

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)	- Implementation of questa in process. CHC is currently 1 million dollars over allocation mostly because of salary and benefits - 15/16 FTES drafted and discussed. Both colleges will receive a 2% growth. Additional growth will go to Crafton. - Allied building behind schedule. Will change moving plans. Will not recreate/change fall schedule. Discussions will include how to accommodate fall courses. - AP/BP's: subcommittee will rethink process and time line. - Meeting with apple. Exploring opportunities to work together. They focus on pedagogy. Handout includes resources. - Curriculum on Board agenda has been moved from a consen item to an action item. Some issues are that course numbers do not match Valley. Will need further explanation. Concern is that a student who wants to move between campuses may face challenges with equivalent courses.	

CTA Report (2nd mtg) **(5 min) McLaren**	- No report given	
Classified Senate Report (1st mtg) (3 min)		
Student Senate Report (1st mtg) (3 min)		
AS President's Report **(10 min) Allen**	Academic Senate Elections (4.29.15) - AS senator nomination requests sent out several times. Confirmation ends at noon today. Plenary session Report - Several initiatives state AS will be working on - Sessions discussed non-credit - Resolution regarding repeatability debated and assume the debated will continue. Questions about documents emailed to Senate. What is the ruling? Any correspondence to a Brown Act body/member in response to an action of the body is a public document. Any member of the public can request a copy of any document.	
Treasurer's Report (1st mtg)		
BP's & APs	Resolution was read to the Board - Action is being taken. Changes are under way that address our concerns.	
Approval of 4.1.15 & 4.8.15 **Minutes & Voting Record**	Motion to approve both minutues	Bastedo, Purves, MSC

AS Committee Reports
1st meeting of the month (5 min):
   A. District Assembly (Jim)
   B. Chairs (Mark)
   C. Honors Steering (Gary)
2nd meeting of the month: (5 min)
   D. Curriculum (Kim S.)
   E. Basic Skills (Patricia)
   F. Educational Policy (Rich)
   G. Educational Technology
   (Denise)
Other Reports
SSEEM (1st meeting - Dean)
EPI (Robert)
	- Curriculum: No clear policy on catalog rights for summer session. Fine Arts degrees passed, now in compliance with AAT's.
	
	- Basic Skills: reviewed budget and state BSI funding rules for expenditures and allocation. One faculty and one manager attending Basic Skills State Conference to learn how student success, equity, and BSI plans interrelate.
	
	- Educational Policy: reviewing 5500 but has already been approved.
	
	- Educational Technology: looked at queue. Three instructors English, ENVS, and Kinesiology adding a DE addendum. Recommendation for DE addendum moved forward to Crafton Council. Report on Canvas (course management system). It is open source that will be used for any course available through the exchange. Training available on Lynda.com.	

Old Business		

Vote of No Confidence Update	Statement to the board – next steps	
	- Crafton read resolution as adopted. - Addressed the process that was followed: six agendized meetings, flex day, two forums, three readings/votes. Intent to be transparent and inclusive. - Valley read resolution regarding Pres. Fisher's position. - AS will request a written response from board if a public rsponse is not provided.	Page 3 of 5

Copy Center (Cheryl)	Provide recommendations to President Marshall	
	- Has spoken to Crafton Council, chairs, and has conducted individual meetings.	
	- Ad-hoc committee provided types of support needed. Some are specialized, i.e. programs, brochures, and binding. Redlands print shop is forming an advisory committee. Print shop costs are charged to both campuses. Lease for copiers is going to expire.	
	- Proposed changes: Add an additional 10 copiers three of which will be color. Print shop will be able to absorb copy center tasks. Sherri will still be available to provide assistance. Request made for faculty to suggest how Sherri can best support campus printing needs.	
	- Would like input on how to support part-time faculty as well	
	- Copiers set up to enter a code that will print jobs when needed. Three machines can print 75 pages per minute(high volume). Some copiers will print 50 pages per minute. This is faster than the 25 page per minute copiers we currently have.	
	- Copy center space needed for tutoring needs.	
	- Faculty will have options to send items to print shop or one of the machines on campus.	
	- Sherri or secretary available for help if same day items needed.	
	- Concerns about high volume printers being used by many faculty, paper stocking and trouble shooting problems may make machines unusable for a period of time.	
	- Copiers will have scanners	
	- Suggestion made that a 3 to 4 day turn around time from district copy center is too long. A shorter turn around time will be discussed.	
	- Print shop delivery locations to be discussed	
	- There was a suggestion that Dr. Marshall travel beyond department meeting to acquire suggestions.	

The Churn (Mike)	Update - Dependent on OE2, the plan may have to shift because OE2 is behind schedule - May pull modulars onto campus - Science building end of semester move on schedule - Existing spaces (CHS) need to be renovated as swing spaces. - Tentative improvements: when swing spaces complete LADM and SSA will be moved but we will be losing some parking spaces. - Signage maps were discussed and examples provided.	
New Business		
Catalog policies	Review and provide direction to Curriculum Committee - Catalog policies to be put on next agenda	
Proposed PPR 15-16 Charge Revisions	Review and provide recommendation to PPR -Motion to reorder PPR Suggestd changes to PPR charge. Change involves an addition of "take into account student learning and program assesment results". Discussion involved lack of clarity in change. Will be placed on future senate agenda.	(Wilson, Purves, MSC)
International Program (G Cook)	Motion to reorder agenda to hear this topic Benefits and challenges of and International Program discussed. IP advisory committee to meet on May 11th. Request to agendize the dixussion rearding the feasability of an International Program	(Brinks, Williams, MSC)
Statements from the public	- Transfer and Career fair April 21, 22, and 23.	
Announcements		
Adjourn	In Memory of Adam Diaz 5:03pm	

Future Business
- A. Board Handbook (4.29.15)
- B. Growth Plan (4.29.15)
- C. MCHS
- D. IB Credit (chairs)
- 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. Preview of the Electronic Ed Plan Tool
- I. CA virtual college Presentation (Trelisa)
- J. Non-Credit Program (need to form a committee)
- K. Facutly Hiring Prioritization (sent to chairs)