

Crafton Hills College

Academic Senate Minutes

Date: August 19th, 2015 (3:00pm-4:30pm)

Next Meeting: Sept 2nd 2015

Time: 3:00 – 4:45p.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

<u>Sciences(10)</u>	<u>Math, Eng, Art & Instr. Suprt (9)</u>	<u>Career Ed & Hmn Dvlpmnt(6)</u>	<u>Student Services(5)</u>
Denise Allen-Hoyt Jeff Cervantez Richard Hughes Julie McKee Patricia Menchaca Ernesto Rivera	Tom Bryant Catherine Hendrickson Liz Langenfeld Jessica McCambly Mark McConnell Dean Papas Snezana Petrovic	Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Gary Williams <u>Senators at Large(8)</u>	Debbie Bogh Daniel Bahner Robert McAtee Evan Sternard <u>Part-Time Reps (4)</u> 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	AS President Denise Allen called the meeting to order at 3:02 pm.	
Statements from the public	Bob Stranger – from Inland Leaders board – presented information that they have they have created a document that outlines many of the policies and procedures that would need to be followed to have a successful middle college program. Would be happy to provide any information they have gathered and work with us in any way.	
Administrative Report (5 min)	President Cheryl Marshal reported A. Update on Athletics – Have allocated money to begin recruiting. Will also be developing a 4-5 year plan. Will be soliciting donations of equipment and materials. B. Update on Veterans services - Veteran's center will be going into the VPFS/campus police area after the move to the new Crafton Center. Have been receiving donations.	

	<p>C. Update on Course Caps – none</p> <p>D. FTEs are around 2000. Want to get to 2800. Will be adding quite a few late start classes to help reach that number.</p>	
<p>CTA Report (2nd mtg) (5 min) McLaren</p>	<p>Continuing with Listening Campaign. Getting the word out about the benefits of membership. Will start up the lunches in September. There is an election coming up. There is a seat open on the board due to redistricting. If you have any suggestions for potential candidates, feel free to share them.</p>	
<p>Classified Senate Report (1st mtg) (3 min)</p>	<p>None</p>	
<p>Student Senate Report (1st mtg) (3 min)</p>	<p>None</p>	
<p>Treasurer's Report (1st mtg)</p>	<p>Request to approve reimbursement Denise Allen-Hoyt for end of year expenses and fall plenary lunch.</p>	<p>Motion: to approve reimbursement for the end of the year celebration and the AS Plenary meeting (Brink, ? 1 abstention, Holbrook, MSC)</p>
Senate Business		
<p>AS President's Report</p>	<p>A. Faculty cannot directly add SLOs to course outlines. Can be done by Kim Salt but needs to be requested by the faculty chair or faculty of record on the course.</p> <p>B. Have one seat open on District Assembly. Can it be filled by part timer? Not sure, will find out.</p> <p>C. Resolution about the vote of no confidence. Receipt of the document was acknowledged by the board, this was the extent of the board response and there is no indication we will receive any additional feedback. The Valley AS has this item on their agenda as well. Will coordinate with the Valley AS which might be in the form of a follow up resolution.</p>	
<p>AS Historian</p>	<p>Recommend Ernesto Rivera (Fall) and Jeff Cervantes (Spring) as co-historians.</p>	<p>Motion: to approve Ernesto and Jeff as historians (Bahner, Holbrook, MSC)</p>
<p>Senators at Large</p>	<p>Senators at large – Brandi Bailes has asked to join the AS. A couple of Part timer faculty have also expressed interest. Will send out a follow up email</p>	
<p>Bylaws</p>	<p>Review and Vote on revisions</p>	<p>Motion: to approve the revisions (Holbrook, Bastedo, MSC) <i>Discussion:</i></p>

		none
2015-2016 AS Committees	Review and Approve Membership and Charges Suggestion to forward to chairs for input. Exec working on putting together the committees.	Motion: to send to chairs (Papas, Purves, MSC) <i>Discussion: none</i>
Approval of 8.14.15 Minutes & Voting Record	Motion: to approve the minutes and voting record (Purves, Bastedo, MSC)	
AS Committee Reports (NONE) 1st meeting of the month (5 min): A. District Assembly (Jim) B. Chairs (Mark) C. Honors Steering (Gary) 2 nd 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 (1 st meeting - Dean) EPI (Robert)		
Old Business		
District Allocation	Presenation on Budget (Jose Torres) – most of the information was presented at our Monday Back to School meeting. Growth plan has been modified to include additioanl growth for Crafton. Numbers look better than previously expected. More growth money. And additional money from the state to hire more full time faculty.	
OEI Student Readiness Tool	Recommendation on local adoption of OEI student readiness tools – online education initiative.	Motion: to begin the adoption of OEI readiness tools (Brink, Bogh, MSC)
CANVAS	OEI has adopted CANVAS – how should we proceed? Need time to review the LMS – workshops will be offered by the District in the next 4-5 weeks. How much is the @One course? Around \$550 – looking for mini grants for faculty. Hosting online courses through the OEI exchange might provide an opportunity to offer courses that might have low enrollment at Crafton but would then be open to all community colleges students which would help with the fill rate.	
Non-Credit Program	First Reading of Resolution – resolution was read. Recommendation to have wording changes apply to all three. This resolution was being considered by the Valley AS	Motion: to approve for first reading (Holbrook, Bogh, MSC)
International Program	First Reading of Resolution. This Resolution was also being considered by the Valley AS	Motion: to approve for first

		reading (Holbrook, Bastedo, MSC)
MCHS Program	First Reading of Resolution <i>Discussion:</i> should not assume that the research will lead to a plan. The research may show that a plan is not advisable. Recommend to change all 3 resolutions to include an option to not implement one or all of these programs	Motion: to approve for first reading (Purves, Brink, MSC)
New Business		
Announcements	Shout out to Professional Development for the excellent workshop on strategic thinking. Great discussion and application. Auditions for fall shows coming up (7 pm August 31 st). Encourage faculty to look at open source. Can write your own text – www.be.com . Also looks good for the OEI.	
Future Business		
Future Agenda Items	<p>EPI (1st meeting in Sept – Ben Mudgett) No Confidence Vote SLOs on course outlines of record (report back, 1st meeting in Sept on how this is going) AS Exec to develop policy on Faculty Fund expenditures Revisit program policies and approvals including transfer degree policy Review language on curriculum authoring and who can launch courses on behalf of PT faculty. Audit Policy (1st meeting in Sept) Open Educational Resources Bookstore Markup Policies (Mike?) International Baccalaureate (Debbie) Faculty Hiring Prioritization (Chairs) DE Plan (ETC) How do we make sure all voices (PT & FT) are heard and are represented? Senate Meetings (is twice a month adequate?) BP/AP on grading policy – 2nd meeting in Sept. Student services update (24/7) Update on what is being done to support reentry students OEI update Syllabus Template (chairs?) Flexible calendar (chairs?) CHC Website updates</p>	
Adjourn	Meeting adjourned at 4:18 pm	