

Crafton Hills College

Academic Senate Minutes

Date: March 2nd, 2016 (3:00pm-5:00pm)

Next Meeting: March 30th, 2016

Time: 3:00p.m. – 5:00p.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 Brandi Bailes Jeff Cervantez Richard Hughes Julie McKee Patricia Menchaca Ernesto Rivera -3	Tom Bryant Catherine Hendrickson Liz Langenfeld Mark McConnell Dean Papas Snezana Petrovic Jeff Schmidt (Marina Kozanova) -2	Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Gary Williams -1 <u>Senators at Large(7)</u> Diane Pfahler Sherri Wilson Laurie Mann Hanna Sandy	Debbie Bogh Robert McAtee Mariana Moreno Evan Sternard -1 <u>Part-Time Reps (4)</u> Dianne Purves Yvonne Bastedo

Guests: Keith Wurtz, Dr. Bryan Reece, Rebecca Warren Marlatt, Chancellor Bruce Baron, SBCC Board President John Longville, Dr. Cheryl Marshall, Rick Hogrefe

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		
Statements from the public	Michelle Riggs – Gala is Saturday, March 19 th . Come and support the CHC students.	
Administrative Report (5 min)	Dr. Cheryl Marshall reported. A. In process of getting hiring committees set up. Need to get moving on these. There is money to cover subs for classes. B. Working on finalizing the regional adult education plan. C. Statewide CEO meeting – will be addressing accreditation. Do we want to stay with ACCJC with improvements or change?	
CTA Report (2 nd mtg) (5 min) McLaren		
Classified Senate Report (1st mtg) (3 min)	None	

Student Senate Report (1st mtg) (3 min)	None	
Treasurer's Report (1st mtg)	Balance stands at \$1313.63.	
Senate Business		
AS President's Report	<ul style="list-style-type: none"> • Presidential Hiring Committee – distributed a handout that outlines the hiring timelines for all positions. Hiring committee for Presidential search was increased to 15 people. • Other Hiring Committees – All issues have been resolved. Faculty can arrange for a sub if needed. • District Budget Recommendations – have been presented. Not looking for input at this point. • AB 2352 – Bill was created to put a bachelor's program at Crafton Hills upon resolution of the ACCJC warning status. Trustee President John Longville addressed the Senate. Questions about the desire to have the program, timeline were addressed. Recommendation from the college was to set the program aside 	Motion: To direct the statewide AS to oppose Assembly Bill 2352 (Wilson, Sternard, MSC) Abstain, Hughes, Langenfeld, Papas, Bastedo
AS Senators	Seats open for 3 more – Patty Quach wants to serve. Will be added to next AS agenda President-Elect Position – still need	
Approval of 2.17.16 Minutes & Voting Record	Motion: To approve minutes and voting record. Sternard, Purves, MSC Abstain - Williams, McAtee, Bastedo, Rivera	
AS Committee Reports 1st meeting of the month (5 min): A. District Assembly (Jim) B. Chairs (Mark) C. Honors Steering (Debbie) 2 nd meeting of the month: (5 min) D. Curriculum (Robert M) E. Basic Skills (Patricia) F. Educational Policy (Rich) G. Educational Technology (Denise) Other Reports (as needed) SSEEM (1st meeting - Dean) EPI (Robert) SSSP (as needed) Student Equity (as needed)	A. Chancellor gave his report. HR pulled AP/BP dealing with presidential hiring committee to make changes. No discussion on the calendar committee. B. Working on course caps. Cleaning up catalog – eliminating courses that are in the catalog but not being offered. Having to make updates to match units and hours for a number of sections. C. Working on UCLA TAP certifications. SEEMM – will be reviewing funding requests related to SSSP. Have developed a rubric to make decisions.	
New Business		
Update from the Chancellor	<ul style="list-style-type: none"> • One additional Faculty member on the presidential search committee (came from the Chancellor giving up his choice for the committee). • Still a bit behind in FTEs. Trying to do anything we can to increase the numbers so we can increase our base funding. COLA for next year is projected at .5%. Very minimal – won't even cover step and column increases. Looking at using some of the Block Grant monies. Looking 	

	<p>at a statewide facilities bond that will be on the ballot in November. Student Success Act will be fully implemented in fall. This means that anyone who is on academic probation will lose their access to the BOG! This could be devastating to both colleges.</p> <ul style="list-style-type: none"> • Have chosen a company to run the Presidential searches. How much to retain the search firm? \$32,000. • Will be increasing the retirement incentive. Proposing \$30,000 for faculty and \$20,000 for management and classified. 	
STEM Grant (Rick H)	<p>Overview of new STEM grant Application – Hispanic serving institution grant should be coming out soon. Looking as which activities have been effective, which have not. Really need to bump up our academic services part of the grant and ESL component. Need to include data to support the inclusion of ESL as an area of need.</p>	
Basic Skills and Student Outcomes Transformation Program (Geo & Patty)	<p>Overview of new Basic Skills and Student Outcomes Transformation Program Grant Looking for high impact methods to move students from Basic Skills to Transfer. Turn around time for grant is short.</p>	<p>Motion: to support moving forward (Holbrook, Rivera, MSC)</p>
First Reading S16.02	<p>Increase of Full-time Faculty</p>	<p>Motion: to approve for first reading (Holbrook, Purves, MSC)</p>
Online Tutoring Solution (Quach)	<p>The ETC is recommending Net Tutor as the online tutoring solution for online courses at Crafton Hills College. Net Tutor provides synchronous and asynchronous tutoring in all subjects offered at Crafton Hills and has partnered with the OEI. The recommendations is to pilot the service in the fall as follows:</p> <ul style="list-style-type: none"> • The online services will activated for all CHC DE course • Startup package will consist of 600 online tutoring hours @ \$24 an hour • CHC students will be granted access to 10 hours of tutoring. (Additional time may be granted, by the Tutoring Center Coordinator) 	<p>Motion: to approve the recommendation from ETC (Holbrook, Bastedo, MSC)</p>
Ad Hoc Committee of AS	<p>Online Registration run through – need volunteers. Bastedo, Holbrook, Bailes, McConnell, Wilson, Hendrickson, Purves, McLaren, Allen</p>	<p>To approve (Holbrook, Hendrickson, MSC)</p>
Old Business		
District Prioritization Process (Wurtz)	<ul style="list-style-type: none"> • Currently there is no process for prioritizing resource requests at the district office. District is attempting to put one together. • Requested to see a list of units that would be completing plans. Yes. • Has there been discussion about the hierarchy of who can see and provide input and feedback on district unit plans? Looking for input about who would make up the review committee. • Need to keep in mind the philosophy of planning 	<p>Motion: to reorder the agenda to move this up (Holbrook, Bailes, MSC)</p>

	... which is to benefit the students!	
APs/BPs (Jan-Mar)	Comments to forward to DA – look over, commenting on next agenda	
Open Educational Resources	Looking for Direction from AS – Were asked to hold approval until a recommendation was made. The recommendation has come through.	Motion: to move forward with the resolution (Hendrickson, Purves, MSC)
Announcements		
<ul style="list-style-type: none"> Classified Luncheon – Wednesday April 27th 11:30-1:00 End of Year Part – Friday May 27th (Post Graduation) <p>Yucaipa High School Benefit at U of R</p>		
Adjourn - Adjourned at 4:59 pm.		
Future Business		
Future Agenda Items	AS Exec to develop policy on Faculty Fund expenditures Student Death Policy (with Ed Policy) Posting Policy (mike – 2 nd meeting in March) Flexible Calendar (2 nd meeting in March) Course Caps (Reece – 2 nd meeting in March) Concurrent Enrollment GPA consideration (April) International Baccalaureate (Debbie) Prioritizing a list for projects (bond \$) (April - pending) Non-Credit Committee (pending research) How do we make sure all voices (PT & FT) are heard and are represented? Update on what is being done to support re-entry students CHC Website updates (Kristi to address) (2 nd meeting in March)	
BP & AP Review Cycle: Click here to view CCLC Policies & Procedures Nov: AP4021, AP4022, BP4026, AP4026 Dec: BP4060, AP4060, BP4225, AP4225, BP4231, AP4231 Jan: BP4300, AP4300, AP5011, AP5012 Feb: BP5015, AP5015, BP5035, AP5035, BP5052, AP5052 Mar: BP5140, AP5140, BP5205		