

# Crafton Hills College

## Academic Senate Minutes

Date: April 6<sup>th</sup>, 2016 (3:00pm-5:00pm)

Next Meeting: April 20<sup>th</sup>, 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 &amp; Instr. Suprt (9)</u>	<u>Career Ed &amp; Hmn Dvlpmnt(6)</u>	<u>Student Services(5)</u>
Denise Allen-Hoyt	Tom Bryant	Reynaldo Bell	Debbie Bogh
Brandi Bailes	Catherine Hendrickson	TL Brink	Robert McAtee
Jeff Cervantez	Liz Langenfeld	Jim Holbrook	Mariana Moreno
Richard Hughes	Mark McConnell	Meridyth McLaren	Evan Sternard
Julie McKee	Dean Papas	Gary Williams	-1
Patricia Menchaca	Snezana Petrovic	-1	<u>Part-Time Reps (4)</u>
Ernesto Rivera	Jeff Schmidt (Marina Kozanova)	<u>Senators at Large(7)</u>	Dianne Purves
-3	-2	Sherri Wilson	Yvonne Bastedo
		Laurie Mann	
		Hanna Sandy	

### 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
<b>Call Meeting To Order</b>	Meeting called to order at 3:03 pm.	
<b>Statements from the public</b>	Monty – his organization provides support services including service dogs for vets. Will be on campus tomorrow and on flex day as well.	Motion: To add Presidential search presentation to today's agenda as an emergency item. Brink, Purves MSC 1 nay Holbrook
<b>Administrative Report (5 min)</b>	Dr. Cheryl Marshall reported. Budget update, College Village talks continuing. In various stages of hiring.	
CTA Report (2 <sup>nd</sup> mtg) (5 min) McLaren		
<b>Classified Senate Report (1<sup>st</sup> mtg)</b>	None	
<b>Student Senate Report (1<sup>st</sup> mtg)</b>	None	
<b>Treasurer's Report (1st mtg)</b>	Balance stands at \$1618.63	

### Senate Business

<p>Presidential Search</p>	<ul style="list-style-type: none"> <li>• Edward Hernandez presented on the Presidential hiring search group.</li> <li>• Explained the role of the search group – what they do and don't do. They will provide a comprehensive picture of the college and the district to the candidates.</li> <li>• Senate needs to have a discussion about fit – professional and personal qualifications they are looking for in a college president.</li> <li>• Question: Has the district used an outside hiring firm in the past for a college president? Not for the president, but the college did use a search firm for the chancellor.</li> <li>• Search committee has been chosen. If we want to give direction to the committee about what to screen for we need to do this now.</li> <li>• Desired qualifications and characteristic were discussed</li> </ul>	
<p>AS President's Report</p>	<ul style="list-style-type: none"> <li>• Presidential Hiring Committee – moving forward. EEO training last Friday.</li> <li>• District Budget committee update –</li> <li>• Received a positive response from the chancellor on the growth resolution for FT faculty.</li> </ul>	
<p>AS Senators</p>	<p>President-Elect Position – still need Academic Senate Resignation – Diane Pfahler</p>	<p>Motion: to accept resignation (Bailes, Wilson, MSC)</p>
<p>Approval of 3.30.16 Minutes &amp; Voting Record</p>	<p>Motion: to approve the minutes and voting record (Bastedo, Brink, MSC 1 abstention: Langenfeld)</p>	
<p><b>AS Committee Reports</b>  <b>1st meeting of the month (5 min):</b>  <b>A. District Assembly (Jim)</b>  <b>B. Chairs (Mark)</b>  <b>C. Honors Steering (Debbie)</b>  2<sup>nd</sup> 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  EPI (Robert)  SSSP (as needed)  Student Equity (as needed)</p>	<p>A. Agenda and minutes from the meeting were passed out. Board meeting at Crafton next Thursday. There will be a meet and great starting at 1pm. Need new members on DA.</p> <p>B. Issue with some of the degrees. Our degrees don't match documents at the state. Will make changes. Sticky Friday coming up April 29. Discussed caps. There may be some reporting/data entry issues related to fill rates.</p> <p>C. Working through the hiring process for the honors coordinator. Honors luncheon May 12<sup>th</sup>. Have 25 new honors students this semester.</p>	
<b>Old Business</b>		
<p>Educational Master Plan (Marshall)</p>	<p>Update - have a session on the EMP in the afternoon on Flex day. Please come and provide input.</p>	
<p>Growth Strategies and DO support (Reece)</p>	<p>A few areas in the plan that we need to address to increase growth – veterans, returning/older students, general college going rate. Still need to grow. Want to be around 5300 FTEs – currently around 4800. Need to explore not only strategies to attract students but also strategies that will keep more students in the classroom.</p>	

Course Caps (Reece)	Presented the numbers about current caps, including division, department chairs and budget committee recommendations. Several issues and concerns were raised. Need to revisit the policy on establishing course caps that was adopted by the AS in the Fall of 2014.	Need to add to next agenda for further discussion.
<b>New Business</b>		
16-17 Curriculum Committee Chair	The Curriculum Committee held its annual nomination process for Curriculum Chair for the next academic year. The Curriculum Committee voted to nominate Kim Salt as the Curriculum Chair for the 2016-2017 academic year.	Motion: to accept the curriculum chair recommendation (Brink, Hendrickson, MSC)
Institutional Effectiveness Partnership Initiative Targets (G. Sosa & R. Warren-Marlatt)	Presented information about where the plan is going and the data driving the decisions. Can we offer a recommendation at the next meeting? Some of the required (short and long term target numbers) are brand new and need to be through through prior to finalizing.	Revisit 1 <sup>st</sup> meeting of May.
<b>Announcements</b>		
<ul style="list-style-type: none"> <li>• Classified Luncheon – Wednesday April 27<sup>th</sup> 11:30-1:00</li> <li>• End of Year Party – Friday May 27<sup>th</sup> (Post Graduation)</li> <li>• Romeo &amp; Juliet – next week</li> <li>• AGS selling boba tea on campus tomorrow.</li> </ul>		
Adjourn - Meeting adjourned at 5:04 pm.		
<b>Future Business</b>		
Future Agenda Items	AS Exec to develop policy on Faculty Fund expenditures Open Educational Resources (OER) Grant Ad Hoc Registration Committee of AS Student Death Policy (with Ed Policy) Posting Policy (mike – 2 <sup>nd</sup> meeting in April) Flexible Calendar (Postponed?) International Baccalaureate (Debbie) Prioritizing a list for projects (bond/other \$) (1 <sup>st</sup> meeting in May) 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	
BP & AP Review Cycle: <a href="#">Click here to view CCLC Policies &amp; Procedures</a> Nov: <del>AP4021, AP4022, BP4026, AP4026</del> Dec: <del>BP4060, AP4060, BP4225, AP4225, BP4231, AP4231</del> Jan: <del>BP4300, AP4300, AP5011, AP5012</del> Feb: <del>BP5015, AP5015, BP5035, AP5035, BP5052, AP5052</del> Mar: <del>BP5140, AP5140, BP5205</del>		