

Crafton Hills College

Academic Senate Minutes

Date: April 20th, 2016 (3:00pm-5:00pm)

Next Meeting: May 4th, 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 Senators at Large(7) Sherri Wilson Laurie Mann Hanna Sandy Patty Quach	Debbie Bogh Robert McAtee Mariana Moreno Evan Sternard -1 <u>Part-Time Reps (4)</u> Dianne Purves Yvonne Bastedo

Guests: Dr. Cheryl Marshall, Jose Torres, Mark Snowwhite, Jeff Warsinski, Bethany Tasaka, Gio Sosa

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	3:08	
Statements from the public		
Administrative Report (5 min)	First dev budget .5 million over allocation; does not include growth money Extend offer to instructional dean; accepted 2 nd draft ed master plan Party season—retirement party yesterday; classified appreciation Last day for C. Marshall—June 1 Official resignation date—July 1 End of the year party tickets for sale	
CTA Report (2 nd mtg) (5 min) McLaren	Voting has begun! Email went out with days and times. 3 rd floor of the library. Petition to add an extension to prop 30 monies.	
Classified Senate Report (1 st mtg)		
Student Senate Report (1 st mtg)	Pres. Hiring committee—met for first meeting	

	Retirement event yesterday—recognized all retirees	
Treasurer's Report (1st mtg)		
Senate Business		
AS President's Report	<ul style="list-style-type: none"> • Presidential Hiring Committee – moving forward need to work on the Forums • Hiring status – moving forward with FT positions • Course Caps Adopted Plan – Brian has updated the caps spreadsheet and is passing it on to chairs. • About the hiring prioritization changes made by the budget committee. When will those come back to the senate? The process has not yet been finalized. Still in discussion with Classified and CSEA. Would like to have it finalized before we have our change in administration. Suggestion to get the faculty part of the policy passed. Remove the parts that deal with classified hiring. Could get that to Crafton council this year. • New website – documents are stored slightly differently. 	
AS Senators	President-Elect Position – still need Need 3 more for 16-17 Academic Year	
Approval of 4.6.16 Minutes & Voting Record		Motion: to approve (Bastedo, Langenfeld, MSC 1 abstention - Hughes)
AS Committee Reports 1st meeting of the month: A. District Assembly (Jim) B. Chairs (Mark) C. Honors Steering (Debbie) 2 nd meeting of the month: D. Curriculum (Robert M) E. Basic Skills (Patricia) F. Ed Policy (Rich) G. ETC (Denise) Other Reports (as needed) SSEEM (1 st meeting - Dean) EPI (Robert) SSSP (as needed) Student Equity (as needed)	D. Curriculum Progress/Work 2015-2016 – posted on the AS webpage. E. Have 8 faculty who will participate in the in-house reading training. Supporting the reading tutors in the tutoring center. F. Finished up Aps and BPs G. NetTutor will be rolling out in the summer. Can include a link on the online course shells. Looking at aligning our instructor approval process with what is used by the OEI. Won't be exactly the same, but using parts to help faculty be ready for the exchange.	
Old Business		
Open Educational Resources	Plan Proposal - Have not moved forward with the Open Educational Resources (OER) grant because it requires faculty to declare s/he will use the resources. We are not to that stage yet.	Motion: to postpone applying for the grant (Wilson, Bailes, MSC)
IEPI (Targets)	Reminder to review - presented a handout with recommended and ambitious targets. Questions: what are the political ramifications of these numbers. Even our ambitious numbers won't move us up in the rankings. Need agree on/set final targets at the May 4 th meeting.	
New Business		

Spring Plenary Resolutions	Denise and Patricia (VP) leaving for Plenary tonight. Information on the resolutions was presented. Peter-John Stanskas is running for Statewide VP. Request was made to support broader definitions of diversity in any of the resolutions brought to the floor.	Motion: to provide President and VP with the latitude to carry our voices forward (Holbrook, Brink, MSC)
District Enrollment Management Plan	Review and make recommendations – Now have a district enrollment management committee. 22 members – 9 from Valley and 9 from Crafton. Want to make sure that decisions are made from actual observations of what is occurring on the campus, in the classrooms and with students – not just from data.	
Human Resources Staffing Plan	Review and make recommendations – Chancellor has forwarded a charge to HR and fiscal to develop a plan to increase full time faculty ratio. Was in response to our resolution. Has been approved by the board. Chancellor wants a 5 year plan. If any one is interesting in serving on the district budget committee, let Denise know. Jim Holbrook is interested.	
District Services PPRC Objective Priority	How shall we provide input on the requests.. Committee does not want to reprioritize the work already completed by the committees. Need to make sure district services/expenditures and additions therein are beneficial and desired by the campuses. Request for clarification about a question in the ACCJC follow up report about the college's perception of the budget and transparency.	
District Office Tentative Budget	For Review - Jose presented initial funding for 16-17 academic year	

Announcements

- Classified Luncheon – Wednesday April 27th 11:30-1:00
- End of Year Party – Friday May 27th (Post Graduation)
- Marching toward Graduation (caps & gowns, graduate breakfast, convocation)
- ? About how a professor becomes a professor emeritus – will be done at the last meeting
- Fundraiser for the Health & Sciences Club- Panera 4-8 pm next Tuesday.

Adjourn

Future Business

Future Agenda Items	AS Exec to develop policy on Faculty Fund expenditures Ad Hoc Registration Committee of AS Course Caps (Reece) Student Death Policy (sent to VPSS) Posting Policy (Postponed till Fall) Flexible Calendar (Postponed till Fall) International Baccalaureate (Debbie) Prioritizing a list for projects (bond/other \$) (1 st 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
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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