

Crafton Hills College

Academic Senate Meeting Minutes

Date: Oct 5th, 2016 (3:00pm-5:00pm)
Next Meeting: Oct 19th 2016
Time: 3:00 – 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 Jeff Schmidt	Tom Bryant Catherine Hendrickson Liz Langenfeld* (sabbatical) Mark McConnell Snezana Petrovic *means on leave	Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Gary Williams <u>Senators at Large</u> Patty Quach Kenneth George James Grabow Susana DeLaPena	Robert McAtee Mariana Moreno Evan Sternard <u>Part-Time Reps (4)</u> Dianne Purves Yvonne Bastedo Bethany Tasaka Judy Cannon

Guests: Bryan Reece, Rebecca Warren-Marlatt, Chancellor Bruce Baron, Richard Galope, Mike Strong,
 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	Called the meeting to order at 3:07 pm	
Statements from the public		
Chancellor's Report (15 min)	<ul style="list-style-type: none"> • Two propositions on Nov ballot – Prop 51 (a facilities bond) and Prop 55. Prop 30 is set to sunset soon. Prop 55 will renew that money. • Hiring process underway for the Vice Chancellor of Human Resources. First and second interviews next week. Denise has been invited to participate on second level. • Institutional effectiveness partnership team – Looking at strategies to increase effectiveness related to Accreditation recommendations. Have developed an improvement plan that will be forwarded at end of the week to the state office. The District will get about \$200,000 to implement 	

	<p>the recommendations in the plan. Money available to the colleges as well.</p> <ul style="list-style-type: none"> • Still working on changing the way EDCT works – they are migrating towards building relationship partnerships and programs with the colleges. • Districtwide Strong Workforce meeting – will be receiving 1.7 million to start these programs. Funds allocated to the district, not the colleges. Need to work on how the funds will be distributed. Will be looking at the Program reviews from last year. New projects will be considered for future funds. An adhoc committee has been formed. Faculty members from District Assembly have been invited to serve. • AB1741 - support for promise program – Valley offers free tuition and books for the first year. • Looking at enrollment roadblocks. One issue may be the short time (24 hours) students have to pay fees or be dropped. • Concern about enrollment – down 5% other colleges in the area are up. Crafton may be short 830 FTEs based on past numbers. Crafton’s fill rate is less than 70%. Do not want to leave any money on the table. 	
Administrative Report (5 min)	Bryan Reece presented FTE growth plan – have 19 projects to look at that could generate additional FTEs. May have to move a little faster than we are comfortable with. If we don’t increase number of students then we will have to cut sections to improve the budget, cut sections FON drops – won’t need to hire more faculty. Need to get to 5029 FTEs. The Chancellor allowed us to grow at a faster rate than previously agreed to help us hit this target. We need to implement programs now to allow for increased FTEs in spring. Request was made for a report on the retention and success rates of the HS classes	
CTA Report (2 nd mtg) (5 min) McLaren		
Classified Senate Report (1st mtg)	None	
Student Senate Report (1st mtg) Nicole Sarmiento	Nicole Sarmiento – VP of Academic Affairs – Veteran’s event – Nov. 7, Sober Fest – Nov 16. Have received a civil engagement grant for voter registration – Rock the Vote Committee – Oct 20 th	
Treasurer’s Report (1st mtg)	Balance stands at \$1108.47. Distributed forms to sign up for payroll deductions.	
Senate Business		
AS President’s Report	<ul style="list-style-type: none"> • AdHoc Registration Committee (Allen-Hoyt, Bailes, Bastedo, Hendrickson, Holbrook, McConnell, McLaren, Purves, Wilson). Report of 9/30 meeting. Met last Friday- only had 3 faculty. Glen Kuck, Andrew Chang and Larry Aycock also attended. Glen Kuck felt the registration site is neither user friendly or intuitive. He is going to explore a portal that may make the process less complex. 	

	<p>Planning on offering a demo of the portal at both colleges.</p> <p>Question was asked: Where will the money come from for this project? If it is determined we want to do this, then it would be district funds. Will not be able implement changes by spring to help with the current FTE issue.</p> <ul style="list-style-type: none"> • Student Success Policy Update – board will be looking at this. Based on these meetings next steps will be forwarded to AS. • Newly Proposed Shared Governance Committee AS membership: <ul style="list-style-type: none"> ○ Diversity and Inclusion (1st & 3rd Thursday – 9-10:30 pm) <p>Have asked for Crafton Council (CC) to take a look at the number of campus committees.</p>	
Senators	Still Vacant – 3 seats for senators at large	
Approval of 9.21.16 Minutes & Voting Record	Motion: to approve the minutes and voting record (Williams, Purves, MSC 1 abstention - Bastedo)	
<p>AS Committee Reports (NONE)</p> <p>1st meeting of the month (5 min):</p> <ul style="list-style-type: none"> A. District Assembly (Jim) B. Chairs (Mark) C. Honors Steering (Judy) D. Professional Responsibilities <p>2nd meeting of the month: (5 min)</p> <ul style="list-style-type: none"> E. Curriculum (Catherine) F. Basic Skills (Patricia) G. Educational Policy (Rich) H. Educational Technology (Jeff) <p>EPI (as needed - Robert)</p>	<ul style="list-style-type: none"> A. Denise Allen reported. Pulled AP 3515 to place on a future agenda. Pulled AP 3720 to revise edits. All others were moved forward. B. Meeting this Friday has been canceled. Sticky Friday is Oct 21st. C. 61 honors students this semester. Selected 5 Ambassadors. Held a meet and greet retreat last Saturday. D. Lots of work/tutoring on campus that is not currently being accounted for. May have a way to capture the hours. May be able to classify the time as training and claim as FTEs. 	
Old Business		
EMP/FMP	Update – continuing to work through both of the documents. Will incorporate all edits. What is the current cost of the consultants? Do not have a number yet.	
Strong Workforce Initiative – 1.7 mil	Update – Plan has come out for us to start working on. Keith is pulling out all of the requests from last years PPRs. Question was asked: What about programs that are in the process of creating CTE plans? Future funding.	
Non-Credit Program	Request was made (once again) to receive all information related to agenda items ahead of time so we can review and discuss with those we represent. Unfair to be asked to make a decision on an agenda item when we are not given all information in advance. This also limits our ability to bring the voice of other faculty to the table.	Motion: Move forward with the non-credit implementation plan (Williams, Hendrickson, MSC 1 nay- Purves)

	<p>Presentation by Jodi Hanley. Powerpoint about types of classes, challenges, benefits.</p> <p>Questions about curriculum, enrolling international students, minimum quals, timeline for implementation, etc. Courses would not be available before August 2017. Any concerns? Behind the scenes issues – computers, hiring of faculty, extra costs of running a non-credit program.</p> <p>Need to give the authors guidance about what issues we want to see addressed.</p> <p>Bryan Reece presented an example of a non-credit program possibility.</p> <p>Request to agendaize for the next meeting.</p>	<p>Motion: to agendaize the workforce training program at the next AS meeting (Bryant, Hendrickson, MSC)</p>
New Business		
Announcements		
<p><i>Fat Pig</i> – Theatre art program is producing the female body image play next week.</p>		
Future Business		
<p>Future Agenda Items</p>	<p>2016-2017 AS Committees (updated charges) Website Management and Maintenance Plan (Donna) NetTutor – update (2nd meeting in November) MCHS Program - Present findings (2nd meeting in October) Update on policy on Student Success - ongoing Senate and CTA relations New Faculty Hiring Prioritization (Chairs) International Baccalaureate (Debbie) AS Exec to develop policy on Faculty Fund expenditures Program Sharing/highlights</p>	
<p>Adjourn: 5:03 pm</p>		