

**Academic Senate Meeting
Agenda**

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

Next Meeting: Nov 16th 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

<p><u>Sciences(10)</u> Denise Allen-Hoyt Brandi Bailes Jeff Cervantez Richard Hughes Julie McKee Patricia Menchaca Ernesto Rivera Jeff Schmidt</p>	<p><u>Math, Eng, Art & Instr. Suprt (9)</u> Tom Bryant Catherine Hendrickson Liz Langenfeld* (sabbatical) Mark McConnell Snezana Petrovic</p> <p>*On leave</p>	<p><u>Career Ed & Hmn Dvlpmnt(6)</u> Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Gary Williams <u>Senators at Large</u> Susana DeLaPena Kenneth George James Grabow Patty Quach Hannah Sandy</p>	<p><u>Student Services(5)</u> Robert McAtee Mariana Moreno Evan Sternard <u>Part-Time Reps (4)</u> Judy Cannon Yvonne Bastedo Dianne Purves Bethany Tasaka</p>
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Guests: Ben Gamboa, Bryan Reece, Rebecca Warren-Marlatt, Keith Wurtz, Erica Paddock, Sherrie Loewen, Mike Strong, Robert Brown, Susan DeLaPena

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 to order 3:05pm	
Statements from the public		
Administrative Report (5 min)	<p>Bryan Reece Reported:</p> <ul style="list-style-type: none"> • Seeking research papers/presentations for the Honors students research conference on 12/2 • There will be a 3 Peaks Challenge night hike on 12/3 – up Morton Peak • Sticky Friday will occur on Nov 4. • Guaranteed Admissions partnership with U of R includes a \$10,000 annual scholarship for Crafton students. • Need to keep enrollment at the forefront. Goal is to increase 500 FTEs in spring. 	

CTA Report (2 nd mtg) (5 min) McLaren		
Classified Senate Report (1st mtg)	Ben Gamboa reported.	
Student Senate Report (1st mtg) Nicole Sarmiento	<ul style="list-style-type: none"> • Voter registration event was a success. 85 voters registered. • SoberFest is coming. November 16th in the quad. • Compliments coming in about the Student Report videos. The student trustee is working with the Student Senate Office to put the videos together. 	
Treasurer's Report (1st mtg)	Balance is \$1113.47. Faculty were encouraged to fill out contribution forms for both funds.	
Senate Business		
AS President &/or President Elect Reports	<ul style="list-style-type: none"> • AdHoc Registration Committee Next meeting: 11/18 at 11am – will be a Web-X presentation. CCR 134. Don't have to be on campus to participate. Discussion will follow. This is a first step in addressing issues with the CHC registration system. • Update on MCHS – Crafton Counsel supported the recommendation to move forward with an implementation plan. • Climate Survey – has been sent out. K. Wurtz is looking for feedback. Can make minor changes to the document. Major changes could impact the integrity of the survey. Need feedback by next Wednesday. • 4 senators attending the Plenary Session. 	
Senators	Still Vacant – 3 seats for senators at large Remove Kenneth George & Hannah Sandy	Motion: to remove these senators (Purves, Bailes, MSC)
Approval of 10.19.16 Minutes & Voting Record	Motion: to approve the minutes with corrections (Holbrook, Bastedo, MSC 1 abstention Bailes)	
AS Committee Reports (NONE) 1st meeting of the month (5 min): <ul style="list-style-type: none"> A. District Assembly (Jim) B. Chairs (Mark) C. Honors Steering (Judy) D. Professional Responsibilities 2 nd meeting of the month: (5 min) <ul style="list-style-type: none"> E. Curriculum (Catherine) F. Basic Skills (Patty) G. Educational Policy (Rich) H. Educational Technology (Jeff) EPI (as needed - Robert)	<ul style="list-style-type: none"> A. Continue to address issues of process. Commitment to Diversity BP (7100) could be of interest. Denise Allen pulled AP2410 for discussion. Was amended and approved. Discussion about creating DA committee norms and responsibilities. 68 new BPs – request to have them separated into legally required, recommended, or optional. Conversation on grants and grant writing is ongoing. Have asked to have a structure established for grants to determine the campus and district rolls B. Request for chairs to put more books on reserve in the library. Addressed hiring priorities and scheduling. Some concern that position ranked 4th and/or 5th will lose their priority next year as every year it starts over. Do the AS want to agendize this issue? The 	Agendize guidance for chairs about how to handle position rankings.

	<p>body could give chairs this charge and some recommendations on how to handle this issue moving forward.</p> <p>C. Gary Williams reported. Focusing on growth with students and offerings. Lunch with honors faculty – Nov. 30th. Student Researcher conference coming up.</p> <p>D. Trying to research where faculty are spending hours that could be captured by non-credit.</p>	
Old Business		
EMP/FMP	Update – Meeting moved to next Tuesday at 1:30. CCR 233. .	
Strong Workforce Initiative – 1.7 mil	Update - first allocation - 69% to Valley, 25% to Crafton. Will know more next week on how the remaining 6% will be allocated.	
24 Hour Drop for non-payments	<p>Review SBVC proposal for fall – do we support? -</p> <p>Review CHC proposal for spring – recommendation – to keep the 24 hour drop policy in place, but don't enforce. Will allow us to see if this helps with enrollment. Would revisit at the end of the semester to see if it had any positive impact on our enrollment.</p> <p>Question about when we would actually drop the students? Would not be allowed to register for fall or to get transcripts if they owe fees. Could be an issue with certificates – can not issue certain certificates if they have not paid in full. Does Valley need to be on the same schedule? Or can this only be done for CHC? Keith will find out. Should help us determine if the 24 hour pay period is a roadblock for students to register.</p> <p>Discussion: how will this be change in policy be communicated? Goes back to Crafton Council as a recommendation.</p>	<p>Motion: to approve to suspend the 24 hour pay time for spring 2017 (if possible)(Brink, Sternard, MSC, 5 Nays: Purves, Holbrook, Bastedo, McKee, Bell).</p>
New Business		
Graduation (Ericka Paddock)	<p>Commencement 2017 – need to figure out a way to get more funds. Number of graduates is going up but the budget is staying the same. Ceremony costs about \$9000. About \$5000 goes to caps and gowns for faculty. Theater could build an arch. How much for faculty to purchase their own caps and gowns? Faculty are contractually obligated to attend but not required to wear regalia.</p>	
Grants (Keith Wurtz)	<p>Innovation and Promise Grants – can request money to write the grant – could use it to hire a grant writer. Could maybe use some of the money to pay the students' tuition.</p> <p>Could be the start of the process to get us a grant writer. Need to not institutionalize positions brought in by grants. The college would do the innovation grant. The promise grant has to be submitted by the district.</p>	<p>Motion: to move forward with the innovation grant (Purves, Petrovich, MSC)</p> <p>Motion: to proceed with the zero textbook cost</p>

	Zero Textbook Cost degree Grant – money to support the creation of a degree or certificate that can be awarded without having to buy textbooks – using only open source resources. Do all the courses have to be OER within a department? No. If it is a degree path would it have to include the GE's as well? Yes.	grant (Bryant, McConnell, MSC 1 nay – Schmidt)
MCS courses	The AS Exec recommendation: That the CHC Academic Senate support Julie McKee's request to move the following three courses into the Discipline of Sociology: <ul style="list-style-type: none"> • MCS 120 Tribulation, Triumph and Transformation: Introduction to Women's Studies • MCS 132 Identity and Ideology: Introduction to Chicano/a and Latino/a Studies • MCS 136 Arab Culture and Civilization 	Motion: to move forward with the recommendation to move the courses to Sociology. (Bastedo, Hendrickson, MSC 1 nay – Holbrook)
Puente Project - Robert Brown, & Robert McAtee, Counselor	Introduction of the Puente Project – study session – postponed until the next meeting. Item continued till Nov 16 th	
Plenary Session Resolutions	http://www.asccc.org/file/resolutions-packet-fa16-area-meetings-session-v2docx-0 Any feedback or questions, email it to Denise Allen.	

Announcements

Theatre Show on Friday and Saturday – Almost Maine.
Derrick Rose – honors student requesting our help with his research project.
Adjourn: Meeting was adjourned at 5:04 pm.

Future Business

Future Agenda Items	Website Management and Maintenance Plan (Donna) Update on policy on Student Success - ongoing Library Circulation Data - presentation International Baccalaureate (Debbie) Faculty Prioritization (Year to Year) AS Exec to develop policy on Faculty Fund expenditures Program Sharing/highlights Library circulation data (first meeting of November)
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Future APS and BPS

October	November	December	January	February
AP 4104	AP 4222	AP 5031	AP 5200	AP 7125
AP 4105	BP 4222	BP 5031	BP 5200	BP 7125
BP 4105	AP 4235	AP 5110	AP 7100	AP 7145
AP 4220	BP 4235	BP 5110	BP 7100	AP 7150
BP 4220	AP 5010	AP 5130	AP 7120	BP 7150
	BP 5010	BP 5130	BP 7120	AP 7211