

**Academic Senate Meeting  
Agenda**

**Next Meeting: Dec 7<sup>th</sup> 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><b><u>Sciences(10)</u></b> Denise Allen-Hoyt Brandi Bailes Jeff Cervantez Richard Hughes Julie McKee Patricia Menchaca Ernesto Rivera Jeff Schmidt</p>	<p><b><u>Math, Eng, Art &amp; Instr. Suprt (9)</u></b> Tom Bryant Catherine Hendrickson Liz Langenfeld* (sabbatical) Mark McConnell Snezana Petrovic *On leave</p>	<p><b><u>Career Ed &amp; Human Dvlpmnt(6)</u></b> Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Gary Williams <b><u>Senators at Large</u></b> Susana DeLaPena James Grabow Patty Quach</p>	<p><b><u>Student Services(5)</u></b> Robert McAtee Mariana Moreno Evan Sternard <b><u>Part-Time Reps (4)</u></b> Judy Cannon Yvonne Bastedo Dianne Purves Bethany Tasaka</p>
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**Guests: Mike Strong, Rebeccah Warren Marlatt, Sherrie Loewen,**  
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		
Administrative Report (5 min)	<p>Mike Strong reported on: Outsourcing the bookstore. The campus is looking at doing something since the bookstore needs to be self- sustaining and it hasn't been for a few years. Rebeccah Warren Marlatt reported that a copy of the Chancellor's press release regarding the recent election was sent to all students. Information has also been disseminated about resources for students who feel unsafe or harassed as a result of the election. Legislation regarding homeless students is moving forward. Currently have started to open our locker room showers for homeless students. There is a Homeless students work group. If interested in</p>	<p>Add Bookstore RFP to future agenda.</p>

	participating, contact Rebeccah. Is there a student on the committee? Not yet but there will be.	
<b>CTA Report (2<sup>nd</sup> mtg) (5 min) McLaren</b>	Luncheon today. Discussed new contract available, articles that have been sunshined, part time flex hours available – 9 hours for one class, up to 18 hours total for the semester. Part timers can also claim hours for work on SLOs.	
Classified Senate Report (1 <sup>st</sup> mtg)		
Student Senate Report (1 <sup>st</sup> mtg) Nicole Sarmiento		
Treasurer's Report (1st mtg)		
<b>Senate Business</b>		
AS President &/or President Elect Reports	<ul style="list-style-type: none"> <li>• Plenary Session – 4 Senators attended. All who attended reported. Workshops and general session presentations were very informative. Jim Holbrook defended his proposal to establish a new discipline in Public Safety. Was well presented and received. Next step in the discipline approval process will occur at spring plenary.</li> <li>• AdHoc Registration Committee Next meeting: 11/18 at 11am – will be a Web X presentation. Which means you don't have to be on campus to participate. Discussion to follow.</li> </ul>	
Senators	Still Vacant – 3 seats for senators at large	
Approval of 11.2.16 Minutes & Voting Record	Motion: to approve (Holbrook, Purves, MSC 1 abstention – Hughes).	
<b>AS Committee Reports (NONE)</b> 1st meeting of the month (5 min): A. District Assembly (Jim) B. Chairs (Mark) C. Honors Steering (Judy) D. Professional Responsibilities <b>2<sup>nd</sup> meeting of the month: (5 min)</b> <b>E. Curriculum (Catherine)</b> <b>F. Basic Skills (Patty)</b> <b>G. Educational Policy (Rich)</b> <b>H. Educational Technology (Jeff)</b> EPI (as needed - Robert)	E. Continue to work on courses. Question about curricunet changes. Will get more information from Kim about the state database transition. F. The committee has changed the meeting times to the 2 <sup>nd</sup> and 4 <sup>th</sup> Wednesday so as not to conflict with the CTA Luncheon. Looking at offering the reading apprenticeship program again. G. Continuing the review of APs and BPs. Need to make sure the established procedures are followed. APs and BPs dealing with academic and professional matters need to be brought forward to the senate for approval. H. Did not meet last week. Reviewed the updated online teaching website.  October: AP 4104, AP 4105, BP 4105, AP 4220, BP 4220 November: AP 4222, BP 4222, AP 4235, BP 4235, AP 5010, BP 5010	
<b>Old Business</b>		
EMP/FMP	Done – worked through all of the comments. EMP for the District now called the District Support Services Strategic Plan. Have made changes to the	

	document to make sure each area of the district serves as a support to the campuses.	
Strong Workforce Initiative – 1.7 mil	Update on the Allocation – will follow our current allocation model.	
24 Hour Drop for non-payments	<p>Update: on the 24 hour waiver for spring. The switch is turned off for spring at Crafton.</p> <p>How about Fall? What do we want to do?</p> <p>AS exec is recommending we hold off until we have some data to review from spring 2017. Perhaps a 7 day window or a 10 day window would be adequate, but we currently have no data with which to make a recommendation.</p> <p>Support from faculty to wait.</p> <p>Some concern that it will impact students in some fields.</p>	<p>Bring a copy of the laws that govern this.</p> <p>Motion: to delay our recommendation until we can better exam the data from spring (Brink, Hendrickson, MSC 2 abstentions, Moreno, Purves, 1 nay, Holbrook)</p>
<b>New Business</b>		
Puente Project - Robert Brown, & Robert McAtee, Counselor	<p>Introduction of the Puente Project – study session Susana De La Pena reported – Counseling has not yet met to determine if they will implement the program but they are interested in looking into it. Some concerns about the amount of release time, filling the classes, and coordinating the events. Do we have the budget and the personnel to maintain the program? Reminder that this program would need to follow the program viability process. Some campuses using SSSP and/or equity funds. While there are many questions, it would be beneficial to wait for the program viability document since it may answer some of the questions. Request for job descriptions. Informational session – Tuesday, November 22 during college hour.</p>	
Grants (Keith Wurtz)	Update – moving forward with the Innovation and the Promise grant	
Plenary Session Resolutions	Update on adopted resolutions	
Library circulation data (Elizabeth)	Moved to the next agenda	
<b>Announcements</b>		
Library has money to purchase books, not textbooks or journals. The Yucaipa Corky's opened. In and Out opens tomorrow. One of our Theatre students, William Shaw is transferring to NYU.		
<b>Adjourn</b>		
<b>Future Business</b>		
Future Agenda Items	<p>Website Management and Maintenance Plan (Donna)</p> <p>Update on policy on Student Success - ongoing</p> <p>Library Circulation Data – presentation</p> <p>Full time Faculty Prioritization (Year to Year)</p> <p>Funding for Graduation</p> <p>International Baccalaureate (Debbie) Faculty Prioritization (Year to Year)</p> <p>Faculty Prioritization (Year to Year)</p> <p>Faculty Prioritization (Year to Year)</p>	

AS Exec to develop policy on Faculty Fund expenditures  
Program Sharing/highlights

**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