

# Crafton Hills College

## Academic Senate Minutes

Date: August 17<sup>th</sup>, 2016 (3:00pm-5:00pm)

Next Meeting: Sept 7th 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 &amp; Instr. Suprt (9)</u>	<u>Career Ed &amp; Hmn Dvlpmnt(6)</u>	<u>Student Services(5)</u>
Denise Allen-Hoyt Brandi Bailes (matnty leave) Jeff Cervantez Richard Hughes Julie McKee Patricia Menchaca Ernesto Rivera Jeff Schmidt	Ryan Bartlett Tom Bryant Catherine Hendrickson Liz Langenfeld (sabbatical) Mark McConnell Snezana Petrovic	Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Gary Williams <u>Senators at Large(8)</u> Sherri Wilson Laurie Mann Hanna Sandy Patty Quach Ted Phillips	Debbie Bogh Robert McAtee Mariana Moreno Evan Sternard <u>Part-Time Reps (4)</u> Dianne Purves Yvonne Bastedo

Guests: Glen Kuck, Dr. Wei Zhou, Mike Strong, Jose Torres, Bryan Reece, Rebecca Warren-Marlatt, Dr. Sheri Lowery, Rick Hogrefe, Mark Snowwhite

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	Meeting called to order by AS President Denise Allen at 3:04 pm. Handouts were provided	
Statements from the public	Robert McAtee introduced the new faculty from counseling.	
Administrative Report (5 min)	One time Monies - plan to expend- Classes and Fall Cuts – distributed the list of classes that were cut. Concern that cuts were not made with enough faculty input. Issue with balancing cost vs. necessity.	
CTA Report (2 <sup>nd</sup> mtg) (5 min) McLaren	MOU for non credit teaching load and compensation was signed.	
Classified Senate Report (1 <sup>st</sup> mtg)	None	
Student Senate Report (1 <sup>st</sup> mtg)	None	
Treasurer's Report (1st mtg)		
Senate Business		
AS President's Report	Strong Workforce Initiative – 1.7 mil – need to have faculty present at the table for these discussions.	

	<p>Question about whether the final documents will require senate signature? Curriculum is a faculty purview. New programs must be developed by the faculty. There is campus, district and region funding available. Will potentially be available for 3 years.</p> <p>Clerical Support for AS committees – will be provided this year again.</p> <p>Audit Policy – request was sent. Policy was approved in 2014, revised in 2016. Will hopefully be in place for spring.</p> <p>Request from the Board to do a meet and greet. Discussion ensued. Recommendations was for the board to come to CHC rather than selecting a time, when many senators maybe teaching for the AS to go to the district.</p>	
Approval of 8.12.16 Minutes & Voting Record	<p>Motion: to approve (Holbrook, Williams, MSC 3 abstentions, Bastedo, Bell, McKee)</p> <p>Discussion: good to have additional information on the minutes</p>	
Bylaws	<p>Review and Approve revisions – revisions were presented based on discussions at plenary.</p>	<p>Motion: to accept bylaws as amended for the 2016-2017 school year (Williams, Purves, MSC)</p>
2016-2017 AS Committees	<p>Review and Membership and Charges – revisions were presented based on discussions at plenary.</p>	<p>Motion: to approve changes and forward to the committees for further review (Holbrook, Purves, MSC)</p>
10+1 issues	<p>Clarify 16-17 agenda items (for future business) – Denise met with Wei twice to address the issues that came up. Need to be careful not to decimate the evening program by making many cuts to evening classes. Need to have a conversation at Senate about making sure we have classes that serve the population that takes evening classes.</p> <p>Have started the process of cleaning up the course/discipline list.</p> <p>Curricunet is going to be replaced with a state adopted curriculum tool. Who will be responsible for transferring the information? The state will oversee and support the migration.</p> <p>Discussion: about faculty ethics</p> <p>Discussion: about +/- and elimination of the D grade.</p>	<p>Presentation /Study session to AS about Perkins? CTE? Yes – add for the future</p> <p>Motion: to not revisit (McKee, Purves, MSC 1 nay- Bastedo).</p> <p>Motion: to not revisit the D grade (Hughes, McKee, MSC)</p> <p>Motion: to not agendize reviewing faculty ethics (Purves, no second). No motion so the item dies.</p>

	<p>The body was not in favor of addressing either issue this year.</p> <p>Research on MCHS, International and Non credit, will come back to the Senate in September.</p> <p>Need to create a workload task force to discuss the amount of work that faculty and particularly department chairs of small or single faculty departments are being asked to do – need to include a union rep. Need to include updating of websites and public information – who is responsible.</p> <p>Where do desired qualifications come from? Minimum quals are defined by the statewide Academic Senate. Desired are defined by the committee.</p>	<p>Will agendize marketing strategies in future.</p> <p>Check when the statewide discipline list modification opportunity comes up again.</p> <p>Discussion on The remaining items from plenary will be added to the next agenda.</p>
<p><b>AS Committee Reports (NONE)</b>  1st meeting of the month (5 min):  A. District Assembly (Jim)  B. Chairs (Mark)  C. Honors Steering (Gary)  2<sup>nd</sup> meeting of the month: (5 min)  D. Curriculum (Kim S.)  E. Basic Skills (Patricia)  <b>F. Educational Policy (Rich)</b>  G. Educational Technology (Denise)  Other Reports  SSEEM (1<sup>st</sup> meeting)  EPI (Robert)</p>	<p>BP/AP 16-17 List and timeline – list was distributed. We will get the AP and BPs that have been deemed academic and professional matters. All others will go through DA first and then come to AS.</p>	
<b>Old Business</b>		
Common Assessment Initiative	Update	
Pilot for Multiple Measures Project	Update	
Non-Credit Program	Update	
Education Master Plan	Need all faculty to provide feedback on draft. Educational plan should direct what we need for the facilities master plan. Need feedback by Sept 20 <sup>th</sup> .	
Facilities Master Plan		
<b>New Business</b>		
<b>Other Business</b>		
Announcements – Auditions for fall and spring shows will be August 29 <sup>th</sup> . Why did we get new mailboxes?		
<b>Future Business</b>		
Future Agenda Items	Senators at Large (Sept) International Program - Present findings MCHS Program - Present findings Committee Assignments New Faculty Hiring Prioritization (Chairs)	

	International Baccalaureate (Debbie) AS Exec to develop policy on Faculty Fund expenditures
Adjourn	Meeting adjourned at 5:01 pm.