

# Academic Senate Meeting Minutes

Date: Jan 18<sup>th</sup>, 2017 (3:00pm-5:00pm)Next Meeting: Feb 1<sup>th</sup> 2017

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

### Sciences(10)

Denise Allen-Hoyt  
Brandi Bailes  
Jeff Cervantez  
Richard Hughes  
Julie McKee  
Patricia Menchaca  
Ernesto Rivera  
Jeff Schmidt

### Math, Eng, Art & Instr. Suprt (9)

Tom Bryant  
Catherine Hendrickson  
Liz Langenfeld  
Mark McConnell  
Snezana Petrovic

### Career Ed & Human Dvlpmnt(6)

Reynaldo Bell  
TL Brink  
Jim Holbrook  
Meridyth McLaren  
Gary Williams  
Senators at Large  
Susana DeLaPena  
James Grabow  
Patty Quach

### Student Services(5)

Robert McAtee  
Mariana Moreno  
Evan Sternard  
Part-Time Reps (4)  
Judy Cannon  
Yvonne Bastedo  
Dianne Purves  
Bethany Tasaka

Guests: Wei Zhou, Sherrie Loewen, Ben Gamboa, Kayti Howard, Joe Cabrales, Kirstin Colvey, Kristina Heilgeist, Larry Aycock,

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 at 3:10 pm.	
Statements from the public	None	
Administrative Report (5 min)	<p>Update on VPI and Dean positions – Dr. Wei Zhou reported.</p> <p>A. Posted an interim VPI position as soon as Bryan announced he was leaving. Have interviewed. Going to board on Thursday. Can start as early as Friday. In process of filing paperwork for permanent position. Hoping to get someone to start in July. Will be a difficult recruitment because there are many VPI positions are open around the state.</p> <p>Dean of SINS was a failed search last semester. Will post again for this semester. Mark Snowwhite will</p>	

	continue for this semester. Position still posted on Chronicle of Higher Ed. Has been taken off our website.	
<b>CTA Report (2<sup>nd</sup> mtg) (5 min) McLaren</b>	Luncheon today – are looking into electronic voting, are going to sunshine Article 12 and 13 – workload, calendar, for negotiations. Looking to create a representative committee to increase communication between the union and faculty.	
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>AdHoc Registration Committee meeting – presentation by Hobson about their upcoming system. The district is also looking at the program we currently own to see if it is a possibility.</li> <li>District level student success policy – Valley is drafting the policy.</li> </ul>	
Senators	Still Vacant – 3 seats for senators at large Sherri Wilson has requested to join the AS for the remainder of the 15-17 term.	Motion: to accept Sherri Wilson (Bailes, Purves, MSC)
Approval of 12.7.16 Minutes & Voting Record	Motion: to approve (Moreno, Purves, MSC, 1 abstention, Wilson)	
<b>AS Committee Reports</b> 1 <sup>st</sup> meeting of the month (5 min): A. District Assembly (Jim) B. Chairs (Julie) C. Honors Steering (Judy) 2 <sup>nd</sup> meeting of the month: (5 min) <b>D. Curriculum (Catherine)</b> <b>E. Basic Skills (Patty)</b> <b>F. Educational Policy (Rich)</b> <b>G. Educational Technology (Jeff)</b> EPI (as needed - Robert)	Committees have not yet met.  D. – meets next on 1/23 – many courses sitting at the VPI level. Need to get them moved forward E. – Integrated Plan F. – BP/AP status update G. – Online Teaching Webpage / <a href="#">CANVAS (LMS) Migration Support</a> page. – have a pilot program going. 5 instructors participating. When will the shells for fall be available? Will check on this.  Oct: AP4104, AP4105, BP4105, AP4220, BP4220 Nov: AP4222, BP4222, AP4235, BP4235, AP5010, BP 5010 Dec: AP5031, BP5031, AP5110, BP5110, AP5130, BP 5130 Jan: AP 5200, BP 5200, AP 7100, BP 7100, AP 7120, BP 7120	Email Kelly about how many courses are at VPI level.
<b>Old Business</b>		
Enrollment fees and drop Policy	The District policies on fees are: BP/AP 5030 and the policies on drops are: BP/AP 5025 Students who do not show, must be dropped by the census date. Can be dropped earlier but must be dropped by census. Are fill rates higher this semester? FTEs are the same as last spring, but fill rates do seem to be higher.	
Non-Credit Proposal (Sherri & Jodi)	Review and motion – information was presented. Questions were answered.	Motion: to support the

		development of a non credit program at Crafton (McLaren, Bailes, MSC).
International Program (Gary)	Review and motion – request to strategically grow an international program. Currently have international students but not because we actively recruit them. Focus should be on the cultural benefits to the campus and the community, not on the money that would come from enrollment. Recommend to move the potential enrollment benefit to the end of the list.	Motion: to forward to Crafton Council (Brink, Bailes, MSC)
Commencement (2017) (Ericka P)	Caps and Gowns: reminder late orders will not be allowed. Update on commencement budget – overall budget has increased to cover commencement.	This item was continued
Grants Update (Keith W)	Innovation award - College Promise Grant – 12-7-16 AS motion: “delay the college promise grant until we are more clear on the impact on the college”	This item was continued
Outsourcing of Bookstore (Mike S)	Update – tabled until future. Mike at a budget meeting in Sacramento. Learning about the pathways money that is becoming available.	This item was continued
<b>New Business</b>		
Registration Dates (Wei)	Looking for recommendations for the Fall 17 and Spring 18 terms – our current registration dates are very late. Can’t register for spring until late in November. General registration doesn’t happen until mid December. Faculty leave, offices close, students can’t access the support they sometimes need. Would like students to have the next semester schedule in hand before they finish the current semester. Fall registration doesn’t start until July. No faculty on campus. Timeline was created with deadlines for earlier registration. Does have an impact on chairs. Have to do back to back scheduling to get this on track. Curriculum is a long process. New courses will most likely take 2 years to reach the catalog. Has Spring 18 been built by TESS? Yes. Will forward the dates to Kim Salt and to Chairs.	
9+1 – classified senate (Ben)	Senate action? What are the next steps?	This item was continued
<b>Announcements</b>		
Mark McConnell expressed concern with treatment of DACA students. State level educators have sent a letter to Trump about the position of CA.		

## Adjourn

Meeting was adjourned at 4:48.

## Future Business

### Future Agenda Items

Strong Workforce Initiative – 1.7 mil  
FMP/EMP  
24 Hour Drop for non-payments (March 2017)  
Website Management and Maintenance Plan (Donna)  
Update on policy on Student Success - ongoing  
Full time Faculty Prioritization (Year to Year)  
International Baccalaureate (Debbie)  
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