

Academic Senate Meeting Agenda

Date: May 3rd 2017 (3:00pm-5:00pm)

Next Meeting: May 17th 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

<u>Sciences(10)</u>	<u>Math, Eng, Art & Instr. Suprt (9)</u>	<u>Career Ed & Human Dvlpmnt(6)</u>	<u>Student Services(5)</u>
Denise Allen Jeff Cervantez Richard Hughes Julie McKee Patricia Menchaca Ernesto Rivera Jeff Schmidt	Brandi Bailes Tom Bryant Catherine Hendrickson Mark McConnell Snezana Petrovic	Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Gary Williams <u>Senators at Large</u> Susana DeLaPena James Grabow Patty Quach Sherri Wilson	Robert McAtee Mariana Moreno Evan Sternard <u>Part-Time Reps (4)</u> Judy Cannon Yvonne Bastedo Dianne Purves

Guests: Dr. Wei Zhou, Dr. Kathy Bakhit, Ben Gamboa, Jose Torres, Mike Strong, Nicole Sarmiento, 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	Aaron Race scholarship applications were distributed.	
Administrative Report (5 min)	College Hour – request to revisit the days and times. Dr, Wei Zhou presented. College hour – was established under Cheryl Marshall but have heard concerns from faculty about its effectiveness. Discussion: any data? Club attendance seems to be up. Would eliminating help with enrollment? Need data on attendance. Should look at other colleges and see what they are doing. Shifting college hour to 3-4 two days a week may interfere with evening classes and events. Perhaps lab issues could be addressed by rescheduling the hours. Library has been measuring when students are using the facility and there has been an noticeable increase during college hour. College	

	<p>hour is a heavily used time for many different types of college events including workshops and meetings. We need to collect and review data surrounding what happens during college hour at chc, who is using the time, is it negatively impacting the class scheduling?</p> <p>Do have some data from when we looked at college hour in 2013. Need to hear from the students as well. Need to define the purpose of college hour. Recommend reviewing the minutes from chairs from the original discussion, gather data and revisit in fall.</p>	
CTA Report (2 nd mtg) (5 min) McLaren	none	
Classified Senate Report (1st mtg)	Focusing on budget and enrollment as well as KVCR proceeds. Had a Student Success and Equity report. Have not had a spring meeting with Chancellor Baron.	
Student Senate Report (1st mtg) Nicole Sarmiento	Winding down. Had elections – not great participation. General assembly this weekend. Did not get a resolution in this time.	
Treasurer's Report (1st mtg)	4.0 Scholars – have \$1815.60 in the account and 13 eligible students. Would be \$139 per student. If more money comes in we could try to get to \$150 per student. Or we can drop it to \$135 per student. Several senators agreed to donate additional funds so that we could give \$150.	Motion: to award \$150 to each 4.0 scholar (Purves, Cervantes, MSC, 1 absention – Holbrook)
Senate Business		
AS President &/or President Elect Reports	<p>Emeritus resolutions were read. Gary Reese and Lisa Shimeld Request to read the emeritus statement for Gary Reese during the EMT graduation.</p> <p>AS Brewcaipa event 6:00-9:30 tonight</p>	<p>Motion: to approve (Holbrook, Williams, MSC) Motion: to approve (Holbrook, Purves, MSC)</p>
Senators	<p>Elections for 2017-2019 terms Need to encourage more faculty to join. Will elect officers at the May 17th meeting.</p>	Motion: to accept the slate as presented with the addition of Violetta Vasquez to replace Ernesto Rivera (Williams, Bailes, MSC)
Approval of 4.12.17 Minutes & Voting Record	Motion: to approve (Bailes, Purves, MSC)	
Spring Plenary Resolutions	<p>Update on Plenary vote – Public Safety was voted in as a discipline. All resolution passed with little debate. CTE Liaison Need AS Liaison to Strong Workforce Noncredit Liaison Legislative Liaison It is important to have a Legislative person. There are quite a few issues that would have direct impact on our programs, especially CTE.</p>	<p>Motion: To approve Holbrook as the CTE Liasion (McConnell, Brink, MSC) Motion: Denise for Non credit (McConnell, De la Pena, MSC)</p>

	Dual enrollment Liaison	Motion: for Gary Williams, De La Pena, Cannon, MSC) Motion: to have Tom Bryant and Patricia Menchaca to share the position for dual enrollment (De La Pena, Purves MSC).
KVCR Auction Proceeds Resolution	2 nd reading, debate and vote – no revisions were received for any of the whereas's or resolves.	Motion: to approve SP17.01 (Holbrook, McConnell, MSC)
Full Time Faculty Resolution	1 st reading – resolution was read in its entirety. Does this mean hiring for Valley as well? No, this resolution is focuses on Crafton. Should we clarify Crafton? Yes. Any revision recommendations to the resolution should be sent to Denise.	Motion: to Approve (Holbrook, Purves, MSC)
AS Committee Reports 1st meeting of the month (5 min): A. District Assembly (Jim) B. Chairs (Julie) C. Honors Steering (Judy) 2 nd meeting of the month: (5 min) D. Curriculum (Catherine) E. Basic Skills (Patty) F. Educational Policy (Rich) G. Educational Tech (Jeff) EPI (as needed - Robert)	A. Followed the agenda. Have a Crafton seat open. Will be addressed in the fall. B. Chairs charge addition: Important to be at next chairs meeting to discuss scheduling for fall and spring. Comment(s) - Need to identify what exactly chairs do. Charge is in bylaws. C. Participating in SOAR. Judy went to a conference in Oregon – encouraged community partnerships. Had the Honor's luncheon last week. Had about 75 students and faculty attend. Can offer online Honor's courses. Wil start in January 2018. Acceptance rate of CHC students to 4 years colleges is high. Letters are coming in now. D. Curriculum – next AS meeting will include report from the committee chair.	Motion: to have chairs look at minimum qualifications for noncredit (McLaren, De La Pena, 1 nay – Holbrook, MSC)
Old Business		
Workforce Readiness PILOT	Update – no classes have launched. Have built classes for summer. Courses have been approved but the certificates are still pending. Presented information from consultant about noncredit programs and additional considerations and questions we must address as well move forward with the implementation of noncredit.	
Concurrent and Dual Enrollment (Kathy)	Dual enrollment course offerings, locations and faculty input. Comment(s) CHC faculty recommendation was to offer History 100 – History 101 is included on the list. Will it be changed? Probably.	
Budget Discussion	Ideas, suggestions? What process shall we follow to address the anticipated deficit? Budget Discussion: open forum for faculty and staff. CCR 233. May	Motion: to hold an additional meeting next Wednesday

	<p>want a bigger location. Discussion will continue into the next meeting?</p> <p>Recommendation to have an additional AS meeting next Wednesday to continue discussion.</p>	from 3:00- to discuss the budget (Brink, Williams, MSC)
Grant Position	<p>Is the plan to institutionalize this position?</p> <p>When/how will this decision be made?</p> <p>Recommendation is for the district to fund the position (seed money for 2 years). Expectation to for the position to become self funded after 2 years.</p>	
New Business		
Vericite	ETC recommends the AS support the use of Vericite for plagiarism checking	Motion: to accept the recommendation of ETC (Bailes, Cervantes, MSC 4- nay – McConnell, Holbrook, Purves, De la Pena, Hendrickson)
DE Form 2b	<p>ETC recommends the AS adopt the newly revised step 2b form for DE instructor approval for Canvas</p> <p>Discussion:</p> <p>?About third party vendors – need to have access through Canvas next fall. Is this a task on the form 2b checklist? Yes.</p> <p>All faculty Have access to the actual Canvas shells for their spring and summer classes through the district website.</p>	Motion: to adopt the new form, Brink, McLaren, MSC)
Puente Research Position	<p>The basic skills committee recommends the AS support the Puente research position to be funded out of BSI funds. Has been sent to CTA for approval.</p> <p>Discussion: Concern about the process. Will this set a precedent for funding future viability proposals and research projects.</p>	<p>Motion: to approve position (Purves, Rivera, MSC 1 nay - Holbrook)</p> <p>Motion: to extend the meeting by 15 minutes (Holbrook, McConnell, MSC)</p>
Draft – DBC Recommendation – guiding principals for FCC Auction Proceeds Strategic Financial Plan	<p>Jose Torres presented: Have to put some money into KVCR to upgrade it. District needs to be reimbursed as do the colleges.</p> <p>Vice Chancellor would like to create an endowment – wants to invest the funds to do so.</p> <p>Discussion:</p> <p>We are limited in what we can invest in and as such how much the return can be.</p> <p>Need to be careful about specifying programs.</p> <p>Need to let the college decide what they want to support/fund.</p> <p>Guiding principles came out of the board budget committee – did not follow the current procedure.</p> <p>Board budget committee is newly formed- they are to advise and report to the board, however the BBC developed the guiding principals for how this money should be spent and those were forwarded to the DBC – which is not part of our current process.</p>	

	<p>Not following the established process sends a message that the board does not trust that the members (faculty and staff) charged with this task.</p> <p>Revision recommendations from the body were noted and will be forwarded to the DBC.</p> <p>The District Budget Committee meets on the third Thursday at 3:00 pm.</p>	
Announcements		
<p>Art exhibits are going on now. Dance show this Friday and Saturday. Tomorrow is Day 2 of the Redlands Bicycle Classic. Will be closures on and off throughout the day along Sand Canyon Dr. Composition recital coming up, Jazz Band concert coming up as well. Herbivore festival on Sunday. Yucaipa Music & Arts Festival this weekend. Brewcaipa is NOW. ADP is going live on Monday.</p>		
Adjourn		
<p>Meeting adjourned at 5:15 pm.</p>		
Future Business		
<p>Future Agenda Items</p>	<p>Strong Workforce Initiative – 1.7 mil</p> <p>Evening, weekend College and/or online degrees & certs (May 17th)</p> <p>MCHS (May 17th)</p> <p>Definition of a Program (Plenary)</p> <p>Program Viability (summer revise)</p> <p>IEPI Targets (Keith) - (May 17th)</p> <p>ACCJC Standard IB3 (Keith) - (May 17th)</p> <p>Website Management and Maintenance Plan (Donna)</p> <p>Full time Faculty Prioritization (Plenary)</p> <p>International Baccalaureate (Counseling)</p> <p>AS Exec to present policy on Faculty Fund expenditures (Plenary)</p> <p>Program Sharing/highlights (plenary)</p>	
Future APs and BPs - AP 7211		