

Crafton Hills College

Academic Senate Minutes

Date: January 17th, 2018 (3:00pm-5:00pm)

Next Meeting: January 31st 2018

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>SINS(11) (-7)</u> Denise Allen Jeff Cervantez Richard Hughes Julie McKee	<u>Math, Eng, Art & Instr. Suprt (9)</u> Brandi Bailes Tom Bryant Catherine Hendrickson Mark McConnell Snezana Petrovic Patricia Menchaca Sherri Wilson Susana DeLaPena	<u>Career Ed & Hmn Dvlpmnt(6)</u> Reynaldo Bell TL Brink Jim Holbrook Meridyth McLaren Thomas Serrano Gary Williams <u>Senators at Large(+7)</u> Jonathan Anderson Laurie Green Mariana Moreno	<u>Student Services(6)</u> Debbie Bogh James Grabow Kashaunda Harris Robert McAtee Violetta Vasquez <u>Part-Time Reps</u> Vonny Bastedo Judy Cannon Tina Gimple
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Guests: Dr. Wei Zhou, Georgina Nunez

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	AS President called the meeting to order at 3:08 pm.	
Statements from the public (5 mins)	Michelle Riggs announced a call for Outstanding Alumni nominations. Will be recognized at the Gala. Gala date has been moved to not conflict with Spring Break. Date is: Saturday, March 24, 2018. 5:30 - 9:30 p.m.	
Administrative Report (5 mins)	Update on full time faculty hires: Counseling (Gist vacancy), Tutoring Center (Quach vacancy), Biological Science (Shimeld vacancy), Library (Winningham vacancy). President Zhou stated these positions were either already being flown or were in the que to be filled early spring.	

CTA Report (2nd mtg) (5 min) McLaren	Meridyth reported on luncheon and provided an update on electronic voting.	
Classified Senate Report (1 st mtg) (5 mins)		
Student Senate Report (1 st mtg) Georgina Nunez (5 mins)		
Treasurer's Report (1st mtg) (1 min)		
Senate Business		
Approval of 11.15.17 and 12.6.17 minutes and voting record	Motion: to approve as presented, with a minor title correction on the Nov Minutes.	Brink, Bastedo, MSC 1 abstention, Holbrook
AS President's Report (10 min)	Chancellor will be attending next meeting.	
AP 2410 (McConnell) (10 mins)	Document was going to be approved without going to the relevant bodies for review. Was pulled for further review. Need to get the language changed and cleaned up to align to the adopted review process. Concern over language in #1 becoming a choke point. Things should be able to go through a collegial body rather than a control party when appropriate.	
AS Committee Reports 1st meeting of the month (3 min) A. District Assembly (TL) B. Chairs (Sherri) C. Honors Steering (Judy) D. Noncredit (Denise) 2nd meeting of the month: (3 min) E. Curriculum (Brandi) F. Basic Skills (Kashaunda) G. Educational Policy (Rich) H. Educational Technology (Brandi/Jeff) Other Reports SSEEM (as needed) EPI (Robert)	E. Have not met yet F. Cassaundra Harris has taken over as co-chair G. Haven't met H. Brandi Bailes and Jeff Cervantez have been named DE Co-coordinators. Next meeting is January 24 th at 1:00 – CNTL119. Creating a resolution about DE class caps. Is the committee looking into creating a DE addendum template with recommended standardized language? Would be good to have examples for faculty to look at. DE demand has increased significantly in the last few years. Need to have a conversation about how we want to address this in terms of workload for the faculty leads.	
Old Business		
Second Read: Noncredit plan (D. Allen) (5 mins)	Discussion: still an issue with Valley wanting Math instructors to have higher than minimum qualifications. The academic senates will have to meet and resolve this issue. Becomes an issue for recruitment of faculty at Crafton. Speaking against the motion: it lacks specifics. If we approve then the admin has the ability to define the specifics. Can we do anything about the concerns? Of course, it is our document and Noncredit is a standing committee of the AS We can guide how the process proceeds from here.	Motion: to approve for second reading (McLaren, McKee, MSC, 3 nay – Bailes, Holbrook, Bastedo, 3 abstentions, McKee, Petrovic, Hughes, Harris

Finals Schedule (10 mins)	Keep it as is? Change? Some in favor of keeping it the current way. Easier to have it on the same day/time as classes. Is sometimes difficult for part timers and students to have a different schedule for the finals week – work, childcare, etc. CTE will not be able to follow anything we create. Some classes need more time for the final than is allotted for one class, some like having the ability to divide the final into two parts. No strong argument to change it.	
Drop for nonpayment (5 mins)	Larry Aycock not in attendance. Will postpone to a later meeting.	Add to a future agenda.
ESL Discipline (10 mins)	<p>The creation of this new discipline will mean a discipline with no FT faculty which is a prioritization factor considered for new FT hires.</p> <p><i>Discussion:</i> We have a PPR process that is ignored every year. Do we want to hire an ESL faculty over the faculty that have been identified in our PPR?</p> <p>Admin can tell us we need more, but they don't have to show that they have addressed FT faculty needs.</p>	Motion: support the English department's recommendation to not create an ESL discipline until at least one FT ESL faculty person is prioritized through the PPR process and is hired (Allen, Holbrook, MSC, 1 abstention, Brink)
First Read: Program Viability Document (5 mins)	Revision recommendations from chairs: shall we accept the recommendation to divide this doc? ACCJC requires we have a program discontinuance policy. Need to include non instructional.	Send out comment sheet.
New Business		
Faculty of the year/Part time faculty of the year/Classified of the year (10 mins)	What is the purpose? The results of winning, etc.	Need to revisit. Bring original documents.
Multiple Measures and Common Assessment Initiative (S. Wilson) (5 min)	Common assessment tool initiative has gone away.	
CAP (Calif Acceleration Project) (S. Wilson) (5 min)	Have been granted release time for Math faculty to begin to look at this.	
Other Business		
Announcements	<p>Snezana announced upcoming Professional Development opportunities. Paramedic department being reviewed by the state for the next few days. Auditions for spring shows are coming up – Godspell and Midsummer Night's dream.</p> <p>Thanks to the part timers who attended today's AS meeting</p>	
Adjourn	Meeting adjourned at 4:50pm	
Future Business		

<p>Future Agenda Items</p>	<p>Calendar (16 week and Thanksgiving) Discussion about and prioritization of committees Full time Faculty Prioritization (fall) PPR Web Tool updates Definition of a Program Registration and Web Advisor EPI Update AS Bylaws revision (standing committee, resolution writing) Amazon (closed classes) Statewide AS resolutions Guided Pathways Plan (Keith) ETC Recommendation on online course caps (5 mins)</p>
<p>BPs</p>	<p>APs</p>
<p>4101-Independent Study 4102-Career and Technical Programs 4103-Work Experience 4110-Honary Degrees</p> <p>4240-Academic Renewal 5020-Nonresident Tuition 5040-Student Records, Directory Information, and Privacy 5050-Student Success and Support Program 5075-Course Adds, Drops, and Withdrawals 5150-Extended Opportunity Programs and Services</p>	<p>4101-Independent Study 4102-Career and Technical Programs 4103-Work Experience 4110-Honorary Degrees 4227-Repeatable Courses 4228-Course Repetition – Significant Lapse of Time 4229-Course Repetition – Variable Units 4240-Academic Renewal 5020-Nonresident Tuition 5040-Student Records, Directory Information, and Privacy 5045-Student Records - Challenging Content and Access Log 5050-Student Success and Support Program</p> <p>5075-Course Adds, Drops, and Withdrawals</p> <p>5150-Extended Opportunity Programs and Services</p>