

Crafton Hills College

Academic Senate Minutes

Date: January 31st, 2018 (3:00pm-5:00pm)
Next Meeting: February 7th 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: Renee Azenaro, Van Muse, Georgina Nunez, Keith Wurtz, Danielle McCoy

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 Mark McConnell called the meeting to order at 3:05 pm.	
Statements from the public (5 mins)	Tuskegee Airmen visiting Crafton next Wednesday at noon.	
Chancellor's Report (15 mins)	Unable to make it today. Will reschedule.	
Administrative Report (5 mins)	Update on TESS – Mark McConnell provided the update - talk of bringing TESS and printshop to Crafton. Not finalized, continuing to work through possible issues.	

	Concern was expressed that not all faculty were consulted about losing the space, however it was noted that both the Dept chairs and the Academic Senate were consulted.	
CTA Report (2 nd mtg) (5 min) McLaren		
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 1.17.18 minutes and voting record	Motion: to approve minutes and voting record (Allen, Holbrook, MSC 1 abstention – Bell)	
AS President's Report (5 min)	<p>Meeting this week about ESL program. Advocated for making sure all relevant parties are involved in discussions. Don't have all of the pieces in place yet to start an ESL program in the fall. Can begin the process but want to be sure we do NOT take current faculty away from their current jobs. Since this would be a new discipline and new hire it will have to go through the prioritization process if/when approved will have to follow the official hiring process (posted, meet minimum quals or request equivalency). Request for clarification of the viability plan research from the ORP from Gary Williams – wants to make sure ESL will be implemented as per the English dept's direction and that noncredit ESL was not included in the plan. President McConnell stated both credit and noncredit ESL would follow the same process, guided by English discipline faculty. CHC will be hosting the area D meeting on March 24th. Academic Senates reps from the area D community colleges will be attending. Will be looking at resolutions to be considered at Spring Plenary.</p> <p>Next meeting will address separating our current viability plan. Reminder to review viability doc prior to next AS meeting. Chairs are recommending that the current Viability document be split into two – a Program Initiation and a Program Discontinuance. Sabbatical – names have been forwarded. Submitted a request for 4 one semester sabbaticals to the board. Should be on the next board agenda for action.</p> <p>? Why are we not evaluating management according to our Board Policies? President McConnell will inquire.</p>	

<p>AP 2410 (McConnell) (10 mins)</p>	<p>Review amendments submitted by SBVC and from 1.17.18 CHC AS meeting and take action as the body sees fit. Minor changes requested.</p> <p>? Why is the board pushing this through? No reason given by board member.</p>	<p>Motion: to add/change wording to accommodate alternate submission and to reflect action as opposed to approval by the DA and Board (Hendrickson, Brink, MSC)</p> <p>Motion: to approve the document as amended (Holbrook, McLaren, MSC)</p>
<p>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)</p>	<p>None</p>	
Consent		
<p>APs and BPs</p>	<p>Have new software for AP/BPs. Has created a lot of issues. Many are now blank. Are going through the list to clean up.</p> <p>The following are in good shape. Recommend AP/BP 4101-Independent Study, AP 4227-Repeatable Courses, AP 4228-Course Repetition Significant Lapse of Time, AP 4229- Course Repetition Variable Units, AP/BP 4240- Academic Renewal, AP/BP 5040- Student Records, Directory Information, and Privacy.</p>	<p>Motion: to approve (Allen, Holbrook, MSC)</p>
Old Business		
<p>Faculty of the year/Part time faculty of the year/Classified of the year (10 mins)</p>	<p>Review of prior process – recommendations needed for this year as well as subsequent years. Move to next agenda.</p>	<p>Motion: To continue to next agenda. (Allen, Brink, MSC)</p>
<p>Drop for nonpayment (Aycok) (5 mins) (Con't from last meeting)</p>	<p>Review current process and consider alternatives.</p> <p>Larry not able to come today. His understanding is that the policy will continue as is. It is ok to try new</p>	

	<p>things at colleges but we need to revisit to address issues and concerns to be sure the process is working and supporting student success.</p> <p>? Who is on the district enrollment strategies committee? Mark and AS President from Valley.</p> <p>Recommend including someone from student services on this committee.</p>	
New Business		
Mental Health grant (Wurtz) (5 mins)	<p>State grant – Hanna Sandy is interested in applying. Valley also interested. Will submit a joint grant app. Will provide money for more mental health services for students. Grant requires a match. Where is the match coming from? Can use the funds the college is currently spending on mental health services.</p>	<p>Motion: to support (McLaren, McKee, MSC 1 abstention, Holbrook).</p>
NSF grant (Wurtz) (5 mins)	<p>NSF Stem Grant – only one application per district. CHC will work with Valley. This is a faculty driven process. Have multiple meetings scheduled. Encourage all faculty to attend one of the meeting and provide input. Potentially good opportunity for STEM areas, but concern about who will do the work. Grant should limit the work required of staff and faculty and instead should focus on supporting and enriching.</p> <p>Have asked President Zhou for clarification about the STEM program. He has agreed to write a plan detailing the CHC STEM program, services, center, etc.</p>	<p>Motion: to support the NSF grant going forward (Brink, Anderson, MSC).</p>
ETC Recommendation on online course caps (5 mins)	<p>ETC has made a recommendation for DE course caps.</p> <p>Resolution was read.</p> <p><i>Discussion</i> Send recommendations for resolution changes to Mark by Friday.</p> <p>? What is VPIs position? She wants higher. As a senate we need to focus on academic processes and student success. If the members of the ETC feel this size is what is best for students in online courses, then we should support the position of the “experts”.</p> <p>Need to establish how many students are needed to cover costs.</p>	<p>Motion: to approve for first reading (Holbrook, Bailes, MSC)</p> <p>Add guided pathways to a future agenda.</p>
Other Business		
Announcements	<p>College Life is seeking an advisor for Alpha Gamma Sigma.</p> <p>College swim team is starting. Have spots available. Have a strong coaching staff. The college head coach will also be the head coach for</p>	

	<p>the Yucaipa High swim team and the college assistant coach is the head coach for the Redlands High School and RST teams. This should help increase participation in subsequent seasons.</p> <p>Danielle McCoy – new math faculty.</p> <p>Black History Month starting. Many events happening in the upcoming weeks.</p> <p>Soupapalooza this Friday.</p> <p>First stage show of the season. Not kid appropriate.</p> <p>Issue with guided pathways. If faculty need to participate fully in the development of the guided pathways plan to be sure the dollars are used to support all of the instructional programs at CHC.</p> <p>Serge Tankien hosted a composition contest. One of our students is at the second level.</p> <p>Former Music student received Ph.D!</p> <p>Three Peaks challenge this Saturday. Mt. Harrison – 3 miles.</p>
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Adjourn	
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Future Business	
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Future Agenda Items	<p>Calendar (16 week and Thanksgiving)</p> <p>Discussion about and prioritization of committees</p> <p>Full time Faculty Prioritization (fall)</p> <p>PPR Web Tool updates</p> <p>Definition of a Program</p> <p>Registration and Web Advisor</p> <p>EPI Update</p> <p>AS Bylaws revision (standing committee, resolution writing)</p> <p>Amazon (closed classes)</p> <p>Statewide AS resolutions</p> <p>Guided Pathways Plan (Keith)</p>
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BPs	APs
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<p>4010-Academic Calendar</p> <p>4020-Program Curriculum and Course Development</p> <p>4060-Delineation of Functions Agreements</p> <p>4070 Course Auditing and Auditing Fees</p> <p>4102-Career and Technical Programs</p> <p>4103-Work Experience</p> <p>4110-Honary Degrees</p> <p>4225-Course Repetition</p> <p>5010-Admissions</p> <p>5020-Nonresident Tuition</p> <p>5030-Fees</p> <p>5075-Course Adds, Drops, and Withdrawals</p> <p>5110-Counseling</p>	<p>4010-Academic Calendar</p> <p>4020-Program Curriculum and Course Development</p> <p>4060-Delineation of Functions Agreements</p> <p>4070 Course Auditing and Auditing Fees</p> <p>4102-Career and Technical Programs</p> <p>4103-Work Experience</p> <p>4110-Honoray Degrees</p> <p>4225-Course Repetition</p> <p>4235-Credit by Examination</p> <p>4236-Advanced Placement Credit</p> <p>5010-Admissions</p> <p>5020-Nonresident Tuition</p> <p>5030-Fees</p> <p>5045-Student Records - Challenging Content and Access Log</p> <p>5075-Course Adds, Drops, and Withdrawals</p> <p>5110-Counseling</p>
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5150-Extended Opportunity Programs
and Services

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