

Crafton Hills College

Academic Senate Minutes

Date: Sept 5th, 2018 (3:00pm-5:00pm)
Next Meeting: Sept 19th 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>	<u>Math, Eng, Art & Instr. Suprt (9) (-1)</u>	<u>Career Ed & Hmn Dvlpmnt(6)(-2)</u>	<u>Student Services(6) (-2)</u>
Denise Allen Jeff Cervantez Richard Hughes Julie McKee	Brandi Bailes Tom Bryant Catherine Hendrickson Mark McConnell Snezana Petrovic Patricia Menchaca Sherri Wilson Susana DeLaPena	Reynaldo Bell Meridyth McLaren Thomas Serrano Gary Williams <u>Senators at Large(+6)</u> Jonathan Anderson Laurie Green Mariana Moreno Renee Azenaro Steve Helleman Iris Kern Foster	Debbie Bogh James Grabow Kashaunda Harris Violetta Vasquez <u>Part-Time Reps</u> Yvonne Bastedo Judy Cannon Tina Gimple

Guests: Cheryl DiBartolo, Luis Sunaga (SS Rep), Keith Wurtz, Mike Strong, Van Muse

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 3:03 pm.	
Statements from the public	Board of Trustee Candidate Jim Holbrook introduced himself and provided a direct contact line. Steve Helleman read some letters from Classified about issues and concerns regarding Queen Bean.	
Administrative Report (10 min)	Print Shop, AB 19 Mike Strong reported. A. Any issues can go to Mike (referencing Queen Bean letters) B. Print Shop... 99% sure it is coming to Crafton. Going into the old bookstore around March 1, 2019. Will not displace any	

	<p>classroom space in the East Complex. No TESS, just Print Shop.</p> <p>C. College Promise - 2 prongs – formerly BOG and AB 119, set aside money for local college students. Working with Valley to decide how to use FCC Auction money. Chancellor would like to fund an endowment for College Promise. Bond CC \$477 million will go on the ballot in November. District looking for support.</p> <p>D. Bookstore saga – Most of the issues have been resolved, but still a few issues lingering. Working with Follett’s to make sure it doesn’t happen again.</p> <p>Keith Wurtz reported. Issue raised about a student using a Crafton code to enroll in Valley – doesn’t seem to have happened.</p>	
CTA Report (2 nd mtg) (5 min) McLaren	none	
Classified Senate Report (1st mtg)	First meeting next Friday. Doing an orientation on Classified serving on committees. Possible Classified Retreat during spring break. Fundraising efforts. Academic Senate welcome to attend. CCR 233 – 2:00 Friday Sept 14	
Student Senate Report (1st mtg) Brooke Sumners	Luis Sunaga- Partnering with career center for career fair on Sept 24. Working on becoming a smoke free campus. Also working on Club Rush.	
Treasurer’s Report (1st mtg)	Treasurer Balance \$1910.07	
Senate Business		
AS President’s Report	<p>A. Have been meeting with Valley and the Chancellor about 2410. AS President McConnell was directed by CHC AS to write a resolution. This group is working to see if they can get the Board to roll back their decision without doing a resolution.</p> <p>B. Issue with shared governance reports. Where do they belong? Not AS committees. When and how should they report? Crafton Council, yes, but when here? Agenda will only have AS committee reports. Collegial consultation committees (District Assembly, PD) could be put on by request. Suggestion to put DA under President’s Report.</p> <p>C. Fall Plenary – if interested in attending let Mark know. There are scholarships through the Statewide Academic Senate.</p> <p>D. 10+1 issues – addressing issues from Plenary. 2 big ones – CLEP and UC Pathways. Pathways can move to end of the year. Want to get all of the issues calendared.</p>	
Approval of Senators	A. FT At Large: 3 senators resigned – TL Brink, Robert McAtee, Evan Stenard.	Motion: to approve Cheryl

	<p>B. Addition of senators <i>Discussion:</i> none</p> <p>Cheryl DiBartolo Andrew Bridges</p>	DiBartolo and Andrew Bridges as senators at large (de la Pena, Hughes, MSC)
Approval of 8.9.18 & 8.15.18 Minutes & Voting Record	Motion: to approve the minutes and voting record for 8.9.18 (Bailes, Bogh, MSC).	
10+1 issues	Exec to Add to agenda as future business	
<p>AS Committee Reports</p> <p>1st meeting of the month (5 mins):</p> <p>A. District Assembly (TL)</p> <p>B. Chairs (Sherri)</p> <p>C. Honors Steering (Judy)</p> <p>2nd meeting of the month: (5 min)</p> <p>D. Curriculum (Sherri)</p> <p>E. Basic Skills (Kashaunda)</p> <p>F. Educational Policy (Rich)</p> <p>G. Educational Technology (Brandi/Jeff)</p> <p>Other Reports (as requested)</p> <p>* Professional Development (5 mins)</p>	<p>A. Have had one meeting. Looked at Calendar committee and made changes to makeup. Looked at spreadsheet of APs and BPs. Structure has made the process much cleaner and transparent. Looked at PLO in the catalogs – Accreditation requires them to be easily accessible. Currently in the SLO cloud but not easily accessible to the general public. Have some in the catalog, but need to be added for all. Suggestion to include it as part of the Program Review Process.</p> <p>B. Met last week. Talked about bookstore, spring schedule. Training available for new chairs. Sheri and Julie have expressing interest in helping with the update of the Chairs’ manual.</p> <p>C. Have added students – now at 105. 6 more sections offered than last semester. Higher number of students in the sections. 31 research presentations off campus. On campus student research conference will be this semester on Nov. 30. Open to all students, not just honors. Will have an ideas meeting soon. Looking to have faculty participate in the meeting of the minds. Also faculty should encourage students to participate. Honors program being evaluated this semester by UCLA TAP.</p> <p>Other Reports:</p> <p>Eva Bell reported for Professional Development – meets 1st and 3rd Friday. Any suggestions or ideas can go to Snezana. Any requests for funding can be submitted to the PDC. Have more money this year. Have multiple workshops coming up.</p> <p>Suggestion – to have PDC update the faculty handbook.? May add cultural competency workshops in spring.</p>	
Old Business		
Advancement in Rank (10 mins)	Issues with Advancement in Rank. No agreement between campuses about what to do. Don’t have a lot of input from Valley faculty. Need to provide input to Mark about what we want to do. If we want to rewrite District policy, it can be done, but it will be	

	work. Have not yet even begun to address Rank for Part timers. Next step is to sunshine the policy so it can be altered – AP A7210.	
Emeritus Resolutions (5 mins)	Bob Crise, Jim Holbrook Reading of Professor Emeritus for Bob Crise and Jim Holbrook <i>Discussion:</i> will have a 3rd one coming soon.	Motion: to approve the conference of Professor Emeritus to Bob Crise and Jim Holbrook (Williams, Bastedo, MSC)
Bylaws (10 mins)	Recommendation was to revisit the 5 absences. Remove unexcused. <i>Discussion:</i> none	Motion: to send for first reading of revised Bylaws (Bailes, McLaren, MSC)
2018-2019 AS Committees (10 mins)	2018/2019 Committee lists are on Senate webpage. Any corrections or changes should go to Patricia Menchaca. Suggestion to look at the number of faculty members on each committee. Request to add to a future agenda. Issue was also brought up at Crafton Council.	
Posting Policy (5 mins)	Proposal Posting Policy – Mike brought the policy to the Senate in spring. Asked for feedback. Received some. Doesn't seem to be anything in the policy about outside agencies postings. Departmental postings don't have to go through Student Affairs. What about other window and wall safe hangings? Send any comments and suggestions to Mike Strong.	
New Business		
Bereavement Policy (10 mins)	Open for input Proposed policy transfers responsibility to chairs and deans. Will post document on website and bring back to next meeting. ? about part timers? Same for both – it is a state requirement.	
AS Committees – Membership (5 mins)	Suggestion to look at putting limits or caps on committees. Have a few committees that require faculty involvement but aren't getting it. Other committees have a large number of faculty. Can only limit Senate Committees. Don't have a lot of control over shared governance committees.	
Program Discontinuance (10 mins)	Open for comments and suggestions – review and forward revision recommendations with line numbers to Denise Allen Was a motion to separate the program viability and program discontinuance last year. Did program viability last year. This is the second half of the	

	original document now a stand alone document. Any comments and suggestions can go to Denise. Comments: Language is vague. Anyone can initiate a program discontinuance. This was approved by AS years ago.	
--	---	--

Other Business

Announcements– University Transfer Fair next Thursday. Please inform students and encourage them to attend. Scholarship Dinner was last week. Good turn out, a very rewarding event. Good to see Jim Holbrook at the meeting.

Future Business

Future Agenda Items	Advancement in rank - Revise policy (AP 7210) – forwarded to chairs to take to their dept members 2018-2019 AS Committees - Charges & membership (as revised) to be forwarded for input to AS subcommittee chairs Faculty of the Year Registration and Web Advisor President Elect Guided Pathways (articulation) CLEP UC Pathways 10+1 Issues and Concerns from Fall 18 retreat John Gist Emeritus Resolution
---------------------	---

Adjourn	Meeting was adjourned at 4:35 pm.
---------	-----------------------------------

--	--

Month	BP/AP
September	4060 Delineation of Functions Agreements 4100 Graduation Requirements for Degrees and Certificates
October	4226 Multiple and Overlapping Enrollments 4232 Pass/No Pass 2510 Collegial Consultation
November	4250 Probation, Dismissal, and Readmission 5045 Student Records-Challenging Content&Access Log - no BP 5055 Enrollment Priorities
December/January	5110 Counseling 5120 Transfer Center 7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies
February	5150 Extended Opportunity Programs and Services 5300 Student Equity
March	5500 Standards of Student Conduct 5530 Student Rights and Grievances
April	4103 Work Experience 4104 Contract Education - no BP