

# Crafton Hills College

## Academic Senate Agenda

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

Next Meeting: November 7, 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 &amp; Instr. Suprt (9) (-1)</u>	<u>Career Ed &amp; Hmn Dvlpmnt(6)(-2)</u>	<u>Student Services(6) (-2)</u>
Denise Allen Jeff Cervantez Richard Hughes Julie McKee	Brandi Bailes Tom Bryant Susana DeLaPena Catherine Hendrickson Mark McConnell Patricia Menchaca Snezana Petrovic Sherri Wilson	Reynaldo Bell Meridyth McLaren Thomas Serrano Gary Williams  <u>Senators at Large(+12)</u> Jonathan Anderson Renee Azenaro Cheryl DiBartolo Andrew Bridges Iris Kern Foster Laurie Green Steve Hellerman Mariana Moreno	Debbie Bogh James Grabow Kashaunda Harris Violetta Vasquez  <u>Part-Time Reps</u> Yvonne Bastedo Judy Cannon Tina Gimple

Guests: Brooke Sumners, Brandice Mello, Laura Oliver, John Gist, Rebeccah Warren Marlatt, Mike Strong  
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 3:02 pm.	
Statements from the public (3 minutes per speaker)		
President's (Administrative) Report (10 min)	Mike Strong reported. A. Marketing Plan being developed with IEPI funds B. Bookstore has been providing updates on textbook requests for spring. Please forward any concerns to Mike. C. Want to do a staff parking study.	

	Rebecca Warren Marlatt thanked all who participated in Senior Day. A lot of data was collected.	
<b>CTA Report (2<sup>nd</sup> mtg) (5 min) McLaren</b>	Luncheon was today. PAC info, general meeting, STRS Workshop October 27, 2018 – Flyer distributed. Candidate buttons are available. Reminder about student senate candidate forum. Two of the CTA endorsed candidates will attend. Rule about campaigning on class and on campus were reviewed.	
Classified Senate Report (1 <sup>st</sup> mtg) Brandice Mello		
Student Senate Report (1 <sup>st</sup> mtg) Brooke Sumners		
Treasurer's Report (1st mtg)		
<b>Senate Business</b>		
<b>Professor Emeritus</b>	Resolution for John Gist was read. John added he truly enjoyed his time at Crafton.	Motion: To approve (Moreno, Bastedo, MSC by acclamation).
<b>AS President's Report</b>	VPI hiring – process is continuing. VPI hiring will be happening long with President. Want to give new President some input at the end of the process. President candidates had to be reviewed over the weekend. Faculty and classified were paid for their work over the weekend. Need to look into pay for student rep as well. Academic Plenary session coming up. Mark will blog after each session. Joseph Williams will also be following. 2410 passed at the last board meeting. Documents on senate website – committee charges. Please review. Board approved 2 full year sabbaticals for each campus. Correction - 2 for district. Requests due by Nov 16 <sup>th</sup> .	
<b>Approval of 10.3.18 Minutes &amp; Voting Record</b>	Motion: to approve the minutes and voting record. (Bastedo, Gimple, MSC, 1 Abstention - Harris)	
AS Committee Reports 1st meeting of the month (5 mins): A. Chairs (Sherri) B. Honors Steering (Judy) C. Curriculum (Sherri) <b>2<sup>nd</sup> meeting of the month: (5 min)</b> <b>D. Basic Skills (Kashaunda)</b> <b>E. Educational Policy (Rich)</b> <b>F. Educational Technology (Brandi/Jeff)</b>	D. Basic Skills – Ryan Bartlett now a member. Attended a student equity workshop. New funding request form. Attended a training about E. Ed Policy – received some feedback from Valley. F. Ed Tech – have approved a variety of courses and working on certifying 2 new instructors. Valley have new DE coordinators. Have been working with them. Valley is moving toward joining the state	

	<p>initiative. Crafton is not. ?Are there state mandated requirements? No, we establish the process. Crafton has a fairly rigorous process to be approved to teach online. Shows in our retention numbers though and overall quality of our online instruction.</p>	
<b>Old Business</b>		
AP/BP 4100	Consider to approve	Motion: to approve AP and BP 4100 (McKee, Hendrickson, MSC).
Senate Resolutions	Review ASCCC resolutions for Fall 18 Plenary Plenary resolutions are posted. If anyone wants Mark to pull one, let him know with an explanation of why.	
KVCR Allocation	<p>Update (Mike Strong)  Mike Strong gave an update on the KVCR sales money. Distributed a budget allotment sheet. Need to have some definitions – have titles, but not sure what exactly is included. This money could be used to hire a lot of faculty. Faculty within a few years would generate enough FTEs that they could pay for themselves and more. District planning on buying some commercial property. ? about purchases, value, what happens if economy goes bust?  Comment that the board did not follow the approved process for distributing funds? How did these decisions get made? We have a process for prioritizing spending of new monies. Does not seem that the process was followed. ? How is the interest comparing to inflation? Over time may not lose so much. 10M for promise grant.</p>	
<b>New Business</b>		
Curriculum (10 mins)	Dead courses - will get more information from Troy Dial.	
College Promise Pathway (15 mins)	Rebecca Warren-Marlatt spoke about the promise program. Gave info. Money from state would only cover around 50 students. Want to use the KVCR money to create an endowment to be able to provide the service to more students. Nationwide data indicates better recruitment and retention. Need to include some support during the time the student is taking the class. Most of the resources are before the student reaches the class. How will they be supported once they are in the classes?	
Trustee Forums (10 mins)	Brooke Sumners reported. Would like faculty to create 2 questions for the Board of trustee forum. 4:30 pm on Thursday in the old cafeteria.	

Website (10 mins)	How can we use our site to promote our campus? Looking at a need for a web development team.	
CHC Logo standards	Donna distributed information about the logo process that was followed (starting 2015) to get to the logo we have now.  Crafton Council discussion was to get some consistency amongst departments for their logos. Will be based on the current Crafton logo. Discussion: we need to standardize but that is a different conversation	Motion: to not get rid of the roadrunner (Dela Pena, no second). Motion: to support our current logo as we continue with District branding conversations (Mencaca, Gimple, MSC)
<b>Other Business</b>		
Announcements - PD: 1. Jim Holbrook is coming to present a workshop this Friday. 2. Student curating a professional artist. Reception on Nov 7, 1-3 pm. Safari Park Field Trip – free for CHC Students, \$15 for faculty, staff and families. Flyers were distributed.		
<b>Future Business</b>		
Future Agenda Items	2018-2019 AS Committees - Charges & membership (as revised) to be forwarded for input to AS sub-committee chairs (November) Program Discontinuance (November) Chancellor report to the Senate (November 7) Advancement in rank - Revise policy (AP 7210) – forwarded to chairs to take to their dept members Faculty of the Year/Classified of the Year Registration and Web Advisor President Elect Guided Pathways (articulation) CLEP UC Pathways 10+1 Issues and Concerns from Fall 18 retreat	
Adjourn	Meeting was adjourned at 4:58 pm.	
<b>Month</b>	<b>BP/AP</b>	
September	4060 Delineation of Functions Agreements 4100 Graduation Requirements for Degrees and Certificates 4226 Multiple and Overlapping Enrollments 4232 Pass/No Pass	
October	2510 Collegial Consultation	
November	4250 Probation, Dismissal, and Readmission 5045 Student Records-Challenging Content & Access Log - <b>no BP</b> 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 - <b>no BP</b>