

Crafton Hills College

Academic Senate Minutes

Date: October 16, 2019 (3:00pm-5:00pm)

Next Meeting: November 6, 2019

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

<p><u>SINS(10) (-5)</u></p> <p><i>Cheryl DiBartolo</i> <i>Iris Kern Foster</i> Richard Hughes Julie McKee Steve Hellerman</p> <p><i>(italics=absent)</i></p>	<p><u>LAM (9) (-3)</u></p> <p>Renee Azenaro Catherine Hendrickson Krista Ivy Mark McConnell Patricia Menchaca Nick Reichert</p>	<p><u>Career Ed & Hmn Dvlpmnt(5)(0)</u></p> <p><i>Reynaldo Bell</i> <i>TL Brink</i> Meridyth McLaren Thomas Serrano Gary Williams</p> <p><u>Senators at Large (12) (-8)</u></p> <p>Chloe De Los Reyes <i>Laurie Green</i> Shirley Juan <i>Hannah Sandy</i></p>	<p><u>Student Services (5) (-1)</u></p> <p>Debbie Bogh <i>James Grabow</i> Kashaunda Harris <i>Mariana Moreno</i></p> <p><u>Part-Time Reps (4) (-1)</u></p> <p>Yvonne Bastedo (SINS) <i>Judy Cannon (SS)</i> <i>Tina Gimple (SINS)</i> Andrew Bridges (SINS)</p>
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Guests: Souts Xayaphantohong, Jessica Lopez, Student Senate, Keith Wurtz, Melissa Oshman

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	Meeting called to order at 3:12 pm by AS President, Mark McConnell.	
Statements from the public (3 minutes per speaker)	None	

Report from the administration (5 mins)	Keith Wurtz reported. A. New ticket vending machines. Parking updated for Spring B. Focus groups being created for Enrollment Management. Looking at data from Gio.	
CTA Report (1st mtg) (5 min) Green		
Classified Senate Report (1 st mtg) (5 mins) Brandice Mello		
Student Senate Report (2nd mtg) (5 mins)	Unafraid Document presentation 10/17 - 12-1 pm in Road Runner Cafe High School Senior Day will be 10/25. Club Rush on 10/30 - Veterans will be selling food.	
Treasurer's Report (2nd mtg) (5 mins) DiBartolo	Balance stands at \$1719.75	
Senate Business		
AS President's Report	A. Sabbatical is approved. Please let faculty know the deadline is 11/1 to apply. Apply directly to the President's Office. B. Attended Board of Trustees meeting. National Union Members were present. Put pressure on district to follow fair practices for bond projects. C. State funding – decrease in HSI and AASI funding. More money going to wealthier schools, with less performance. Unequal funding between CHC and Valley. D. Attended the CCA conference. Wanted to find out about increasing transparency. E. New faculty F. Fall Plenary coming up. Nov 7-9. Statewide are dealing with racism, sexism and discrimination. G. Concerns with Promise Program funding. Need more counselor support. H. VPSS forums went well.	
Special Election	Special Election for AS Historian. Gary Williams nominated at 2019.10.02 meeting.	Honorary Motion: to approve Gary Williams as AS Historian

Fall Plenary	November 7-9 Newport Beach	
AS bylaws (10 mins)	3 rd reading	Motion: to approve for 3 rd reading (Hughes, Harris, MSC)
Approval of Minutes and Voting Record for 2019.10.02	Motion: to approve (Bastedo, Hughes, MSC, 2 abstentions, Menchaca, Harris)	
Old Business		
Measure CC Reprioritization list	Reviewed	
DE changes (10 mins)	Changes to the class schedule description	
Promise Program (20 mins)	<p>Souts reported.</p> <p>? About academic requirements – workshops, seminars? Yes, there is a requirement. What if the student falls below the grade requirement? Do they have to meet with someone? Yes – counselor, tutoring, some type of support service. Not required if the student is doing well, only if they fall below the gps requirement. When will they be dropped? Have a year to correct.</p> <p>Request to separate out the STEM students from the data to see impact of Promise on them.</p> <p>Comment that some of the Promise students are stellar!</p> <p>Have videos online about the Promise Program. 425 total students– about a third would have gone somewhere else if not for the promise program.</p> <p>Suggestion to attend or have a report available for the board.</p>	
Professor of the Year (10 mins)	Discussion: capitalize Classified Employee, change chair on nomination form	Motion: to approve with minor changes to nomination form (Azenaro, Hughes, MSC)
Campus Safety/Senate Resolution (5 mins)	Moved to next agenda	

Course Caps (5 mins)	<p>Discussion. DE course caps-revisit resolution from 2018?</p> <p>Move to next agenda as well. Want to revisit the cap in online classes. Originally set at 35 but then was moved to FTF cap.</p> <p>? Whether it could be an average of enrollment.</p> <p>Implications for efficiency.</p> <p>Discrepancy between Crafton and Valley in terms of how they were determined.</p> <p>? About how many can a professor teach online before quality goes down?</p>	
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New Business

District letter (5 mins)	<p>Collective letter to governor and state chancellor about funding formula</p> <p>Has been joined with 5 other districts. Not sure where to go next.</p> <p>Asking the state to fully fund or change the formula. Do we (the Senate) want to continue to participate or let the District take it on?</p> <p>Are other Senates participating? Not really at this point.</p> <p>Is it part of the 10+1? Yes – budget processes are. Agreement it would be a good idea to include Senate on the letter.</p> <p>Give approval to Mark to sign without bringing it back to the Senate? As long as the letter doesn't look very different than what we saw. Yes!</p>	
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District Calendar (5 mins)	<p>Spring Break overlaps with both RUSD and YCJUSD for a week.</p> <p>Have balanced the days of the week so now class pattern is shorted.</p>	
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TESS IEPE (15 mins)	<p>Discussion – Melissa Oshman, the new Technology person (replaced Wayne Bogh)</p> <p>Distributed IEPI plan. Funds come from the state. No matching requirement. No ongoing commitment.</p> <p>Why so much infrastructure? It was the grant – specific to TESS.</p> <p>Membership -</p> <p>? About security of web browsers, webpages with tests. May not be in the scope of this grant.</p> <p>Comment about Oracle training. Is this for clerical help?</p> <p>Are there parts of this that align with accreditation? Previous or current? Not that Melissa is aware of.</p>	<p>Motion: approve the plan and budget (Bogh, McLaren, MSC 1 nay – Hendrickson, 1 abstention, Ivy).</p>
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AS Committee Reports

<p>1st meeting of the month (3 mins): A. Chairs () B. Honors Steering (Judy) C. Curriculum () 2nd meeting of the month: (3 mins) D. Basic Skills (Kashaunda) E. Educational Policy (Rich) F. Educational Technology (Cynthia Hamlett)</p> <p>Other Reports:</p>	<p>D. Have turned over chairship to Mark. Meeting with him to hand off the information. E. Addressed language in AP 3415. A bit vague – exigent circumstance – may be in ed code. Could use a few more people to serve on the committee. Meet 12-1 on 2nd and 4th Wednesdays. F. Move to next agenda</p>	
<p>Announcements</p>	<p>Monday 1 pm – family law attorney coming to present in Hellerman’s class PSAH 226, Tuesday, at 11, a judge presenting to Hellermans class. Any interested students should come and listen. A good connection for students. Next Thursday, Oct 24 – CNTL 215, 4:30 – personal injury lawyer presenting. Thanks to all who participated in VPSS search. Great gallery opening last week for Art by Us.</p>	
Other Business		
Future Business		
<p>Future Agenda Items</p>	<ul style="list-style-type: none"> -Basic Skills -Institutional Racism/Sexism/Harassment in the workplace -Student Lingo (Violetta Vasquez) -Registration and Web Advisor -President Elect and Exec elections -Guided Pathways -Equity/SSSP/BSI changes (VPSS) -Kristina Hannon-Screening Committee guidelines -Participation in District work -Participation in Facilities change workgroup 	
<p>Adjourn</p>		
AP/BP Schedule		
<p>Month</p>	<p>BP/AP (See District Assembly website for lead information and complete schedule)</p>	

September	AP 3415 Immigration Enforcement Activities AP 3430 Prohibition of Harassment BP 3430 Prohibition of Harassment AP 3435 Discrimination and Harassment Complaints and Investigations AP 3440 Service Animals BP 3440 Service Animals AP 6750 Parking BP 6750 Parking AP 6751 Parking Citation Payment Plan BP 6751 Parking Citation Payment Plan AP 7450 Mileage Reimbursement BP 7450 Mileage Reimbursement
October	AP 3415 Immigration Enforcement Activities AP 5203 Lactation Accommodations AP 6345 Bids and Contracts AP 6365 Contracts AP 7110 Delegation of Authority BP 7110 Delegation of Authority AP 7236 Sub and Short term employees BP 7236 Sub and Short term employees
November	AP 3540 Sexual Assaults on Campus BP 3540 Sexual Assaults on Campus AP 4320 Off Campus Speakers BP 4320 Off Campus Speakers AP 6530 District Vehicles BP 6530 District Vehicles AP 7210 Academic Employees BP 7210 Academic Employees AP 7215 Academic Employees: Probationary Contract Faculty
December/January	AP 3900 Speech: Time, Place, and Manner BP 3900 Speech: Time, Place, and Manner AP 4400 Community Services Programs BP 4400 Community Services Programs AP 4500 Student News Media BP 4500 Student News Media AP 6540 Insurance BP 6540 Insurance AP 7270 Student Workers BP 7270 Student Workers AP 7348 Accommodations Exec Director

February	AP 3710 Securing Copyright BP 3710 Securing Copyright AP 3715 Intellectual Property BP 3715 Intellectual Property AP 3725 Information and Communications Technology BP 3725 Information and Communications Technology AP 3750 Use of Copyrighted Material AP 5015 Residence Determination BP 5015 Residence Determination AP 5017 Responding to Inquiries of Immigration Status AP 6700 Civic Center and Other Facilities Use BP 6700 Civic Center and Other Facilities Use
March	AP 4103 Work Experience BP 4103 Work Experience AP 5030 Fees BP 5030 Fees AP 7240 Confidential Employees BP 7240 Confidential Employees AP 7250 Educational Administrators BP 7250 Educational Administrators AP 7260 Classified Supervisors and Managers BP 7260 Classified Supervisors and Managers
April	AP 5040 Student Records, Directory Information, and Privacy BP 5040 Student Records, Directory Information, and Privacy AP 5150 Extended Opportunity Programs and Services BP 5150 Extended Opportunity Programs and Services