

Crafton Hills College

Academic Senate Minutes

Date: November 20, 2019 (3:00pm-5:00pm)

Next Meeting: December 4, 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>Cheryl DiBartolo <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 <i>Krista Ivy</i> Mark McConnell Patricia Menchaca Nick Reichert</p>	<p><u>Career Ed & Hmn Dvlpmnt(5)(0)</u></p> <p>Reynaldo Bell TL Brink 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 James Grabow 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> Tina Gimple (SINS) <i>Andrew Bridges (SINS)</i></p>
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Guests: Keith Wurtz, Brandi Bailes, Jessica Lopez, Student Senate, Brandice Mello, Laura Van Genderen, Mike Strong, Solange Morris, Jacqueline DiMambro, Noelle Racadio, Ximena Ivani

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 3:04 pm.	
Statements from the public (3 minutes per speaker)	Solange. Morris – BSU Awareness event next Tuesday on campus. See Nick Reichert for more information.	

	<p>Jacqueline DiMambro – spoke in support of the STEM center. Helps students with grades. Tutors are helpful.</p> <p>Ximena - STEM and tutoring center have been very helpful. Thankful for the tutors.</p> <p>Noelle – spoke about the encouragement of the tutoring and STEM center as she transitioned to the college.</p> <p>Brandice Mello – wanted to address statement that faculty positions are being replaced by classified employees. Stated the importance of higher level classified positions, such as Coordinators and Directors for promoting Classified staff. Not trying to take faculty jobs.</p>	
<p>Report from the administration (10 mins)</p>	<p>Keith Wurtz reported.</p> <ul style="list-style-type: none"> A. Admin is supportive of the STEM center. No plans to close the center. B. One book, one college, will not be mandatory. It will be faculty driven C. Update on Accreditation – have almost finished Standard 1, making progress on other Standards. Will have open forums after Thanksgiving. Have created a calendar for spring meetings. <p>? Will we see written copies of the drafts? Yes, will go out to the campus. Willing to send drafts to specific people if interested.</p>	
<p>Classified Senate Report (1st mtg) (5 mins) Brandice Mello</p>		
<p>CTA Report (2nd mtg) (5 min) Green</p>	<p>Brandi Bailes reported -</p> <ul style="list-style-type: none"> 1. Maternity leave for PT faculty. Need to get the information out. 2. New podcast this week. Please submit questions. 3. Proposal to change property tax laws for corporations. Petitions available for signatures. 	
<p>Student Senate Report (2nd mtg) (5 mins)</p>	<p>Met with Jose Medina last week. Looking into having polling locations on campus for the 2020 election. Planning a Toys for Tots drive this semester.</p>	

	Would like to start a fundraiser for the victims of the Calimesa fire. Recommendation to contact Foundation for support as well as Jeff Cervantez.	
Treasurer's Report (2nd mtg) (5 mins) DiBartolo	Balance stands at \$2156.73.	
Senate Business		
AS President's Report (10 mins)	Lots of changes to the campus. Having issues with the unethical behavior he is seeing on our campus, with administration and the district. Need to have more documentation in our minutes. Our meetings should be effective and meaningful. Asking for the support of the senate to help him make changes.	
Fall Plenary Updates (10 mins)	Cheryl DiBartolo attended this year. Was a lot of information. Attended a session on guided pathways. Have the ability to request statewide support through on-campus visitations to help with Guided Pathways. Attended sessions on OEI and OER. A lot of resources available to faculty. Looking at renaming Hybrid classes to make them more indicative of what the students will need to do to participate. Mark has created a blog to provide updates. Mark attended institutional racism workshops. Resolution about what we can do as a campus on Statewide AS website. Will bring back approved resolutions to the senate for our approval.	
Veteran's Center (5 mins)	Information from the state chancellor's office about how other campuses staff these centers. Should create our center based on what we think is best for our campus. Have not been able to find the original plan for the center. Need to follow process. AS should be involved if they are changing the plan. Comments: don't want to minimize it as just a resource center. It is a vital resource. The running of a center is not a 10+1. Not for Senate to say how it should be run. It needs to be a collaborative effort.	
STEM (5 mins)	Having meetings without the appropriate people in attendance. Need to have a conversation. What changes? Faculty member is being removed. The program and the center are separate. Faculty do not run the center. Faculty have been contacted about what would be useful in the center. Does not appear there is any plan to not have a STEM center. May not be anything negative in what is happening. Removing the faculty will change the center.	Motion: to extend discussion 5 minutes (Brink, Hellerman, MSC) Motion: The Academic Senate affirms the value of the Veterans

	<p>STEM center is a place of learning. It is part of the educational mission. Therefore Senate has a say. There is a program review. Senate needs to demand the resource is supported.</p> <p>EOPS allows their students to utilize the STEM program activities. The stem program offers additional pieces.</p> <p>Do we want to keep it as a place of learning or just a resource center? As just a resource center it will be less valuable.</p> <p>Are we addressing the person or the position? Not addressing either. Need to determine if it is an environment of learning. Need to have facts and information before we make any decisions. We can not make decisions without information.</p> <p><i>Discussion:</i> should we wait to get more information? Haven't been able to get the information.</p> <p><i>Discussion:</i> motion is not addressing what the previous discussion was about. Want to support. Where does this go? TL's motion sounds more like a resolution. Conversations are about what can be done better? Why are we trying to fix something that isn't broken? Should always try to improve our services.</p> <p>Motion of support withdrawn with approval by all motioning parties.</p> <p>Resolution would be good at this point.</p> <p>TL Brink will write the resolution. Can we take the personnel out? And just ask questions about the program and the center? Resolution was presented.</p> <p>Appear to be reacting to something that has not happened. Should not conduct business this way.</p>	<p>Center and the STEM center as essential programs furthering the mission of the college. We urge that these centers be maintained as learning environments. We are committed to maintaining the role of faculty in these centers and desire to work with the administration in supporting these centers.</p> <p>(Brink, Hughes, withdrawn)</p> <p>Motion: to extend for 5 more minutes (Williams, Hughes, 10 yes, 9 nay 1 abstention, Reichert, MSC)</p>
<p>10+1 Basics, Role of the AS and ASCCC (15 mins)</p>	<p>Revisit (and/or introduction to the 10+1) ASSCI has good information on their website with examples and definition. Some colleges have identified the +1 areas we would have input on. Might be a good idea to create one for Crafton. Can have training on the 10+1 from the State senate. Keith will meet with Mark to coordinate.</p>	<p>Send out the definition and list of programs.</p>
<p>Approval of Minutes and Voting Record for 2019.11.6 and Minutes from 2019.10.16</p>	<p>Motion: to approve minutes from 10.16.19 (Bastedo, Hendrickson, MSC 1 abstention, Bell) <i>Discussion:</i> recommendation to pull 11.6.2019</p>	<p>11.6 minutes will go back to exec to discuss changes</p>
<p>Old Business</p>		

<p>DE changes (15 mins)</p>	<p>Changes to the class schedule description (moved from last meeting). Proposing some language changes to the DE addendum to make it clearer for faculty. Want to add language about proctored exams. Required to be in syllabus. Also want to change the language in the catalog and schedule. Need to make sure it is in the schedule. Discussion: Language in catalog not enough. Doesn't give students advanced warning of the requirement. Needs to be in schedule. Intention was to have it on WebAdvisor. Possible that Schedule, not catalog, is what ETC meant; will check. Can include the proctoring information in the note in the schedule. Then it would not have to be listed on every class. Take schedule language back to committee</p>	<p>Motion: change language in DE addendum to address proctored exams (Gimple, Brink, 2 nay Bell, Serano? MSC) Motion: require language about proctored exams be in syllabus (Gimple, Brink, MSC)</p>
<p>Campus Safety/Senate Resolution (10 mins)</p>	<p>First Reading -</p>	<p>Motion: to move to next agenda (Bogh, Gimple, MSC)</p>
<p>New Business</p>		
<p>Guided Pathways (10 mins)</p>	<p>New release time for GP Faculty leads – have started interviews. Will most likely be filled by multiple people</p>	
<p>AS Committee Reports</p>		
<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) Other Reports:</p>	<p>D. None E. Issue with off campus speakers. Question about process. G. Looking at reciprocity for DE instructor approval between Valley and Crafton. Have approved 6 more instructors to teach online. Will send out a survey to students about. Will be offering in-house DE training, taught by faculty.</p>	<p>Take guest speaker process back to Exec</p>
<p>Announcements</p>	<p>Information about health advisory about Hepatitis exposure went out. Are offering testing. Student art show, Dec 11th. Please distribute flyers. A senator was asked if the agenda was posted in time to meet Brown Act requirements. No, there was an issue with posting documents. Will not happen again.</p>	
<p>Other Business</p>		

Future Business	
Future Agenda Items	<ul style="list-style-type: none"> -Basic Skills -Institutional Racism/Sexism/Harassment in the workplace -Student Lingo (Violetta Vasquez) -Registration and Web Advisor -Equity/SSSP/BSI changes (VPSS) -Participation in Facilities change workgroup
Adjourn	
AP/BP Schedule	
Month	BP/AP (See District Assembly website for lead information and complete schedule)
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