

# Crafton Hills College

## Academic Senate Minutes

Date: April 1, 2020 (3:00pm-5:00pm)

Next Meeting: April 15, 2020

Time: 3:00 – 5:00p.m.

NOTE: ALL Meetings will be via ZOOM until further notice.

Zoom link here:

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 –

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

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 vote, s are understood as a vote in the majority.

Items	Recommendation/Discussion/Future Business	Action
<b>Call Meeting To Order</b>	AS President Mark McConnell called the meeting to order at 3:08 pm.	
<b>Statements from the public (3 minutes per speaker)</b>	Cynthia Hamlett commented. Would like to have ETC as a standing agenda item since the	

	campus has gone to totally online and it is looking like we will be that way in summer and maybe Fall. Will need guidance from the Senate.	
<b>Report from the administration (10 mins)</b>	<p>President Kevin Horan reported. Monitoring student use of Library and Food Pantry. Minimal number of students Keep information coming to admin of any issues, so they can continue to work on them and problem solve.</p> <p>Keith Wurtz reported. Thanks to everyone for all of the work that has been done. Thanks to ETC for all of their hard work during the transition. Will continue to provide training for remote instruction. Working on Flex Activities – have reworked the schedule Discipline specific trainings coming through the Statewide Academic Senate. Accreditation - first read with AS at April 15 meeting. Valley requesting to change the dates for AS – May 6 for first read. August 12 for second. We can keep our calendar and let them go later. Don't have to be the same. Recommendation to keep our first and second readings on our schedule. Go to board later, to match Valley.</p>	
<b>Classified Senate Report (1<sup>st</sup> mtg) (5 mins) Brandice Mello</b>	Brandice Mello reported. Will do classified professionals week through Zoom so the events can still go forward.	
<b>CTA Report (1st mtg) (5 min)</b>	<p>Brandi Bailes – new MOU in regards to remote teaching, FB live with questions. Have extended the deadlines for Elections. Nominations extended until April 3. Can have</p> <p>Can follow on FB and Twitter.</p> <p>Are getting a lot of teaching and curriculum questions. That is more AS.</p>	
Student Senate Report (2 <sup>nd</sup> mtg) (5 mins)		
Treasurer's Report (2 <sup>nd</sup> mtg) (5 mins) DiBartolo		
<b>Senate Business</b>		
<b>AS President's Report (10 mins)</b>	Admin violating the processes of conversation. Rather than have an open conversation, they have	.

	<p>eliminated Senate from the discussions. District eliminated a tenured position and tried to eliminate a discipline. Have eliminated a faculty position in the Veteran's center.</p> <p>These are a senate matters.</p> <p>Urge the body to consider writing a resolution about senate processes and encourage admin to follow processes.</p>	
<b>Approval of Minutes and Voting Record for 2020.03.04</b>	<p>Motion: to approve the minutes from 3.4.2020 (Gimple, Bastedo, MSC, nays – abstentions)</p> <p>Discussion: none</p>	Voting record will be added to fall agenda.
<b>Remote Meetings (10 minutes)</b>	<p>-Plan for moving Senate Business forward</p> <p>-Brown Act in Tele meetings</p> <p>-New meeting norms</p>	
<b>Old Business</b>		
<b>Veteran's and STEM resolutions (5 mins)</b>	<p>Seeking input and direction</p> <p>Unanimously voted to write these. Have gone back to exec to be rewritten. Want to send back to the original authors to be rewritten.</p>	
<b>Faculty and Classified Staff of the Year Nominations (5 mins) (McLaren)</b>		
<b>New Business</b>		
<b>Student Senate Board of Trustee legislation (5 mins) (Gerard)</b>	<p>Vote to approve supporting the resolution (Full Student Trustee Vote)</p> <p>Students trustees at the community colleges only have a symbolic vote, not an actual vote like in the CSUs and UCs.</p> <p>Both student senates have approved this resolution. Wanting support from Academic Senates.</p> <p>This resolution was submitted to the Board of Trustees in February, but they have not put it on the agenda.</p> <p>Motion – Gimple, Green, MSC, nay- none, abstentions, none</p> <p>Discussion: none</p>	
<b>Institutional Assessment Plan (10 min) (Sosa)</b>	<p>Gio presented the report for Institutional Assessment. Focused on the last part of the report. How to make the outcomes more meaningful for students? Can add more analyses to get more information. Want to disaggregate the date. Would only do each class every 6 years. In between years would be course level (aggregated).</p>	<p>Motion: to approve (Brink, Gimple, MSC, nay 0 abstentions 0)</p>

	<p>? - Workload issue for faculty who have a large number of students. Aren't grades enough of a measure? Will be more work for the semester the data has to be inputted. Grades are broad, disaggregated data will provide more detailed information about the specific course content. Want to be able to focus on specifics so we can improve the quality of the education we are providing to students.</p> <p>Any feedback would be welcome. Need to have the document approved since it is related to the Accreditation Self Study.</p>	
<p><b>Accessibility in current situation (15 mins) (DiBartolo)</b></p>	<p>How much can we do? What is required? Cheryl DiBartolo, Susanna Delehanty, Marty Milligan</p> <p>The guidelines for accessibility are still in effect even though we are online. Captioning has been a challenge. Reviewed the new information on the website, resources available to faculty, available to support faculty with accessibility.</p>	
<p><b>Covid-19 Updates (40 mins)</b></p>	<p>-Updates from ASCCC, Governor's office, State Chancellor's Office</p> <p>Discipline specific trainings being offered.</p> <p>Spring Plenary has been cancelled. Will still do elections.</p> <p>-Impacts on programs and curriculum</p> <p>? What have been some of the challenges moving to online? Not sure about which issues are having access issues. Many students don't have video capability. Need to let the students know they can still access clinical services from the Health Center online. Can do both mental health services and medical services. Need to let students and instructors know about all of the services that are available to students. Students would have liked more communication from instructors about specific classes.</p> <p>Students do have the option to request a late W. Called an emergency withdrawal. Having a meeting with Valley admin to discuss. Are doing surveys of students about their needs. May have some funding coming to support students.</p> <p>An informal survey of students has indicated that many students only have internet access through their phone. Need to reach out to students to let them know their options. Delmy has offered to try and help.</p> <p>Tutoring is now completely remote. Can visit their webpage. Are going to try to do real time chat links</p>	

	with general information and support. Any information about supports can be sent to Nick to be shared with students. Will have tutoring available all 7 days.	
<b>AS Committee Reports</b>		
<b>1st meeting of the month (3 mins):</b> <b>A. Chairs (Green)</b> <b>B. Honors Steering (Cannon)</b> <b>C. Curriculum (Bogh)</b> 2 <sup>nd</sup> meeting of the month: (3 mins) D. Basic Skills (Harris) E. Educational Policy ( ) F. Educational Technology (Hamlett) <b>Other Reports:</b>	A. Meet this Friday. B. Scholarship available for \$3500 as well as Daniel Bahner scholarship. Have honors courses going on this summer. Even though online was not approved for DE, they are going to allow them to go forward. Steering Committee Meeting today. Discussed an app in canvas that can be used for student presentations. Looking for how to recognize honors students if graduation is cancelled. C. None	
<b>Announcements</b>	Librarians are available remotely. Can find the link on the library website.	
<b>Other Business</b>		
<b>Future Business</b>		
<b>Future Agenda Items</b>	<ul style="list-style-type: none"> <li>-Student Lingo (Violetta Vasquez)</li> <li>-Registration and Web Advisor</li> <li>-Participation in Facilities change workgroup</li> <li>-Safety Plan update (Cook, Horan, Strong)</li> <li>-New GE Pattern update</li> <li>-CTE Liaison – CID issues</li> </ul>	
<b>Adjourn</b>	Meeting adjourned at 4:33 pm.	
<b>AP/BP Schedule</b>		
<b>Month</b>	<b>BP/AP (See District Assembly website for lead information and complete schedule)</b>	

December/January	
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