

# Academic Senate Meeting Agenda



Please see the [Academic Senate pages](#) of the Crafton Hills College website for information on [the Brown Act](#), [Motions and Rules of Order](#), and [Meeting Norms](#).

## Crafton Hills College

### Mission Statement

The mission of Crafton Hills is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.

### Vision Statement

Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.

### Institutional Values

Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.

## Academic Senate Primary Function and Conducting Business

The primary function of the Academic Senate is to make recommendations with respect to academic and professional matters, including policy development. These Academic and Professional matters are known as the 10+1 ("Ten Plus One") and include the following:

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. +1: 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:

1. Rely primarily upon the advice and judgment of the academic senate, OR
2. 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.

## Zoom Information

Link: <https://cccconfer.zoom.us/j/98822892587>

Dial: +1 669 900 6833 (US Toll), +1 346 248 7799 (US Toll), or +1 253 215 8782 (US Toll)

Meeting ID: 988 2289 2587

## Members

(Roll Call by Sign In)

	SINS	LAM	Career Ed & Human Dev.	Student Services	Senators at Large	Part-Time Senators
Total Seats	10	9	5	5	14	4
Available Seats	5	7	0	2	3	-1
Senators	<ul style="list-style-type: none"> <li>- Cheryl DiBartolo</li> <li>- Richard Hughes</li> <li>- Julie McKee</li> <li>- Steve Hellerman</li> <li>- Jimmy Urbanovich</li> </ul>	<ul style="list-style-type: none"> <li>- Krista Ivy</li> <li>- Nick Reichert</li> </ul>	<ul style="list-style-type: none"> <li>- Reynaldo Bell</li> <li>- TL Brink</li> <li>- Meridyth McLaren</li> <li>- Thomas Serrano</li> <li>- Gary Williams</li> </ul>	<ul style="list-style-type: none"> <li>- Debbie Bogh</li> <li>- James Grabow</li> <li>- Mariana Moreno</li> </ul>	<ul style="list-style-type: none"> <li>- Breanna Andrews</li> <li>- Brandi Bailes</li> <li>- Jeff Cervantez</li> <li>- Chloe De Los Reyes</li> <li>- Laurie Green</li> <li>- Shirley Juan</li> <li>- Diane Pfahler</li> <li>- Hannah Sandy</li> <li>- Josh Robles</li> <li>- Jodi Hanley</li> <li>- Isidro Zepeda</li> </ul>	<ul style="list-style-type: none"> <li>- Yvonne Bastedo (SINS)</li> <li>- Judy Cannon (SS)</li> <li>- Tina Gimple (SINS)</li> <li>- Andrew Bridges (SINS)</li> <li>- Edward Ferrari (LAM)</li> </ul>

Guests: Keith Wurtz, Lindsey Weiler, Herbeth Jaco, Yash Patel, Farrah Farzaneh, Kevin Horan, Mike Strong, Cynthia Hamlett, Sabrina Jimenez

## Agenda Items

Estimated Meeting Time: 79 minutes

### Preliminary Business

Item	Discussion	Action
Call to Order	AS President Brandi Bailes called the meeting to order at 3:04 pm.	
Statements from the public (3 minutes per speaker)	None	
Approval of Minutes and Voting Record for 8/10/2020 and 8/19/2020 (3 minutes) <a href="#">Link to Minutes and Voting Records</a>	Motion: to approve 8/19/2020 Minutes and Voting record (Bartlett, Brink, MSC)	

## Preliminary Reports

Item	Discussion	Action
Administration's Report (5 mins)	<p>SSE, BSI, SEA committees (Keith Wurtz and Delmy Montenegro-Spencer)</p> <p>Kevin Horan reported:</p> <ul style="list-style-type: none"> <li>A. Had initial meeting about Accreditation visit on October 12. Will be done through Zoom. Will start developing list of who the team will want to meet with.</li> <li>B. Need to make sure chairs are reporting about committee</li> </ul> <p>Keith Wurtz reported:</p> <ul style="list-style-type: none"> <li>A. Student Equity and Achievement Committee. Committee dealing with Student Success. Six faculty positions on committee</li> </ul>	
1 <sup>st</sup> meeting of the month (3 mins):	<ul style="list-style-type: none"> <li>A. <b>Classified Senate (Jaco)</b></li> <li>B. <b>CTA Report (McLaren)</b></li> </ul>	<ul style="list-style-type: none"> <li>A. Had second meeting of the year. Faculty are welcome to join them for the meeting.</li> <li>B. PT Seniority list will be out soon.</li> </ul>
2 <sup>nd</sup> meeting of the month: (3 mins):	<ul style="list-style-type: none"> <li>A. Student Senate Report (Fuller)</li> <li>B. Treasurer's Report (DiBartolo)</li> </ul>	
AS President's Report (5 mins)	<p>Library Taskforce still recruiting</p> <p>Budget update at an extra meeting - 5<sup>th</sup> Wednesday.</p> <p>Kay will be doing a training on SEA Committee - accidentally called it the SEE committee when we asked faculty to sign up.</p>	

## Old Business

Item	Discussion	Action
ERI Updates (5 mins)	<p>Meeting on 4<sup>th</sup> Fridays expanding to all campus meetings as well.</p> <p>Keith reported (co-chair). Met on Friday. Committee made up of faculty, staff and admin. Wanting to develop a training schedule. Had a campus wide meeting, to provide time for open questions and answers.</p>	

	ERI is recruiting for trainers and Help Centers.	
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## New Business

Item	Discussion	Action
Bylaws (10 mins)	<p><a href="#">Form</a></p> <p>Suggestion to amend membership. Allow PT faculty who are serving as a Faculty Lead to join as a full senator if there are no PT seats available. How would they join? Through their division or as at large? Probably at large? Does Title 5 allow this? Will check. ? About adding a Parliamentarian. Unless Senators want that position added, we will not. Want to encourage faculty to speak rather than worry them about speaking rules.</p>	
Ethics Statement (10 mins)	<p><a href="#">Form</a></p> <p>Should we add a statement about colleague to colleague interactions? Have been some issue with this in the last few years. Agreement that something should be added. Crafton Council looking at assessing our Mission, Vision and Values statements. Could be a little more robust. Will fall to the Educational Master Plan Committee to lead this task.</p> <p>Suggestion to keep the current statement until we get the new CHC E, V &amp; V statements.</p>	
Emeritus Status Catherine Hendrickson (5 mins)	<p><a href="#">Resolution</a></p> <p>Resolution was read. Thanks to those who contributed. It was well done.</p>	Motion: to approve for first reading (Brink, Hanley, MSC)
Draft Letter to Publishers (5 mins)	<p><a href="#">View the Letter</a></p> <p>Senate is not sending this to publishers. It is intended as a resource for faculty if they want it.</p>	Motion: to approve (Brink, Bartlett, MSC 1 abstention, Hanley)
Sustainability Plan (5 mins)	<p><a href="#">View the Plan</a></p> <p><a href="#">View the Presentation</a></p> <p>Yash Patel will attend AS to answer questions at the 9/16 meeting.</p> <p>? About inclusion of curriculum in the plan. Is it common to have curriculum as part of a sustainability plan? Yes, high level plan intended to cover many areas. Did faculty contribute to the curriculum part? No, was written by the district. Looking for feedback about things to</p>	Add to next agenda.

	<p>add or change. Curriculum is done by faculty, not admin. May need to change the title and focus to bring it more in line with our current processes.</p> <p>Where should this go next? Curriculum committee? Chairs? Maybe need to rename it. Should stay at AS level for now, so we can give feedback. When will this be submitted? No hard dates at this point. Senators are encouraged to submit written feedback to Senate Exec.</p>	
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## AS Sub-Committee Reports

Item	Discussion	Action
<p>1<sup>st</sup> meeting of the month (3 mins):</p> <ul style="list-style-type: none"> <li>A. Chairs (Andrews)</li> <li>B. Honors Steering (Cannon)</li> <li>C. Curriculum (Bogh)</li> </ul>	<ul style="list-style-type: none"> <li>A. Finalizing Spring 2021. Starting on Fall 2021. Waiting to hear about the format the classes will take. Updating the 2 year course matrix.</li> <li>B. 2 Scholarship winners in Spring accepted to UCR and UCLA. Their Crafton Honor's projects have prepared them well. 121 Honors students for Fall 2020. A large number of Science students. Need to get more Science Honors classes. Had first steering committee meeting today. No member from Science on the committee. Continued to provide honors courses and honors events over summer. Share your Story event on Sept 25<sup>th</sup>. Are working on setting up a registration link for the event.</li> <li>C. Started on 6-year revisions. Lists were sent out. Any questions, Kim Salt and Gwen DiPonio are available for support.</li> </ul>	
<p>2<sup>nd</sup> meeting of the month: (3 mins)</p> <ul style="list-style-type: none"> <li>D. Educational Technology (Hamlett)</li> </ul>		

## Concluding Business

Item	Discussion	Action
Announcements (5 minutes)	TL Brink encouraging all faculty to forward names of students who may be struggling with the current state of the world, to Joe Cabrales or a member of the Behavioral Intervention Team (BIT). If the form is overwhelming just email Joe Cabrales. Birthday Shout Outs!!	
<a href="#">Good of the Order</a> (3 minutes)	Need to readd DA report to Agenda. Faculty still working on Anti Racism statement.	Add to first week in October agenda.
Adjourn	Meeting adjourned at 4:02 pm.	

## Future Business

- Course Caps
- Advancement in Rank
- Student Lingo (Violetta Vasquez)
- Resolution Denouncing White Supremacy, Systemic Racism, and White Privilege
- Registration and Web Advisor
- Participation in Facilities change workgroup
- Dual Enrollment

## Administrative Procedures (AP) and Board Policies (BP)

Please see the [Academic Senate pages](#) of the Crafton Hills College website for information on [Administrative Procedures and Board Policies](#).

Month	BP/AP
March	<ul style="list-style-type: none"> <li>- AP 4103 Work Experience</li> <li>- BP 4103 Work Experience</li> <li>- AP 5030 Fees</li> <li>- BP 5030 Fees</li> <li>- AP 7240 Confidential Employees</li> <li>- BP 7240 Confidential Employees</li> <li>- AP 7250 Educational Administrators</li> <li>- BP 7250 Educational Administrators</li> <li>- AP 7260 Classified Supervisors and Managers</li> <li>- BP 7260 Classified Supervisors and Managers</li> </ul>
April	<ul style="list-style-type: none"> <li>- AP 5040 Student Records, Directory Information, and Privacy</li> <li>- BP 5040 Student Records, Directory Information, and Privacy</li> <li>- AP 5150 Extended Opportunity Programs and Services</li> <li>- BP 5150 Extended Opportunity Programs and Services</li> </ul>