

Senate Meeting

Minutes 11.18.20



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 Zoom Participant List)

	SINS	LAM	Career Ed & Human Dev.	Student Services	Senators at Large	Part-Time Senators
Total Seats	10	9	5	5	13	4
Available Seats	4	6	0	3	2	1
Senators	<ul style="list-style-type: none"> - Cheryl DiBartolo - Richard Hughes - Julie McKee - Steve Helleman 	<ul style="list-style-type: none"> - Ryan Bartlett - Krista Ivy - Nick Reichert 	<ul style="list-style-type: none"> - Reynaldo Bell - TL Brink - Meridyth McLaren - Thomas Serrano - Gary Williams 	<ul style="list-style-type: none"> - James Grabow - Mariana Moreno 	<ul style="list-style-type: none"> - Breanna Andrews - Brandi Bailes - Jeff Cervantez - Chloe De Los Reyes - Laurie Green - Cynthia Hamlett (DE Lead) - Shirley Juan - Hannah Sandy - Josh Robles - Jodi Hanley - Isidro Zepeda 	<ul style="list-style-type: none"> - Tina Gimple (SINS) - Andrew Bridges (SINS) - Edward Ferrari (LAM)

Guests: Luke Bixler, Keith Wurtz, Kevin Horan, Hannah Stiff, Delmy Spencer, Mike Strong, Judy Cannon

Agenda Items

Estimated Meeting Time: 75 minutes

Preliminary Business

Item	Discussion	Action
Call to Order	AS President Brandi Bailes called the meeting to order at 3:03 pm.	
Statements from the public (3 minutes per speaker)	None	
TESS Report - Bixler (3 minutes)	Need to determine which software/programs we want to continue to have available and which ones we can eliminate. Chairs is also working on this question.	
ERI Updates – Hamlett (3 mins)	Last meeting focused on Cameras On/Off policy. Policy is done and will be posted.	
Approval of Minutes and Voting Record for 11/4/2020 (3 minutes)	Motion: to approve the minutes and voting record (Bartlett, Reichert, MSC)	

Link to Minutes and Voting Records		
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Preliminary Reports

Item	Discussion	Action
Administration's Report (5 mins)	Kevin Horan & Keith Wurtz wished everyone a Happy Thanksgiving. Delmy Spencer - Mike Strong – have started building use discussions. Continue to work on Covid safety.	
1 st meeting of the month (3 mins): A. Classified Senate (Jaco) B. CTA Report (McLaren)		
2nd meeting of the month: (3 mins): A. Student Senate Report (Stiff) B. Treasurer's Report (DiBartolo)	A. Wished everyone a happy break. B. Balance stands at \$3856.73. Where are we on the table for Frank Madrid? Brandi will follow up on the design.	
AS President's Report (3 mins)	Fall Plenary – brief update on the items that passed. Last AS meeting of the semester.	

Old Business

Item	Discussion	Action
Advancement in Rank (DiBartolo) – 10 mins	Would the senators support the use of a form in lieu of a letter to advance to Professor? (Senators, please review linked form before meeting.) Process has been altered slightly from how we used to do it. Changes to advancement to Professor and Emeritus. Reviewed the proposed form and process. ? about when someone might not be granted Professor status. Previously was very perfunctory at Crafton. Could it now be denied? We can create a rubric that would be followed. Should there not be something on the form about teaching? Not all faculty teach. This would be to demonstrate we have gone above our regular job. This has nothing to do with salary or promotion. It is an academic rank only. This is a recognition of a body of work. The rubric could add the details about what is required. ? Who will be on this committee? Is defined in the process part of the policy/document.	

	<p>Could the Exec deny someone? After Exec it must go to the full senate for final approval.</p> <p>Process does not require a resolution for Emeritus. We have done this in the past, and we can continue, but we don't have to. We can use this form for Emeritus as well.</p>	
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New Business

Item	Discussion	Action
Online Classes and Honors (Cannon) – 10 mins	<p>Requesting that all courses with a DE honors addendum get the approval from the Honors committee</p> <p>Need to control the number of online Honors classes. Honor's doesn't have the authority to tell a faculty member s/he can't write a particular piece of curriculum. Admin can choose not to offer online Honor's classes. Need to work Honor's into the curriculum loop in some way so they know what is being proposed. Keith will work with Judy to work out a process. Don't want to interfere with the Honor's accreditation.</p>	
Course Caps (Andrews) – 10 mins	<p>Update from Chairs</p> <p>Union can negotiate and add language to the contract but the information needs to come from Senate.</p> <p>Will go back to Chairs to get a final recommendation. Perhaps focus more on a process for determining, identifying different processes for different types of classes rather than trying to identify a specific number.</p> <p>Denise worked to establish caps years ago.</p> <p>An Instructor can always add students above the cap if s/he desires.</p> <p>Why can Valley have lower caps than Crafton?</p>	
Academic Freedom (Bartlett) – 10 mins	<p>Should AS consider a resolution to adopt an Academic Freedom, such as the Chicago Statement (Senators, please review linked information before meeting.)</p> <p>Academic Freedom is addressed in many places with slightly different language in each.</p> <p>Chicago Statement is more of a Free Speech in Education argument. Perhaps it does modernize the concept.</p>	

	<p>Should be added to the website and the catalog. Could also create templates on the AS Website for faculty if they want to add to their syllabus.</p> <p>It doesn't serve us to have slightly different wording on all of the references to Academic Freedom in our district. Ryan will draft a statement that can be consistently used.</p>	
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AS Sub-Committee/Committee Assignment Reports

Item	Discussion	Action
<p>1st meeting of the month (3 mins):</p> <ul style="list-style-type: none"> A. Chairs (Andrews) B. Honors Steering (Cannon) C. Curriculum (?) 		

<p>2nd meeting of the month: (3 mins)</p> <ul style="list-style-type: none"> D. Educational Technology (Hamlett) E. District Assembly (Brink) F. Ed Policy (Hughes) 	<p>D No report.</p> <p>E. Suggestion to move report to first meeting of the month since it is right after the DA meeting.</p> <p>G. Ed Policy Updates: AP/BP 4235, 7150, 2510, 4220, 4231 See District Assembly agenda table of contents</p> <p>Not as much of a rush since DA is cancelled for December. Could also move report to first meeting.</p> <p>Did not have quorum at last meeting. Grade grievance procedure definitely needs to be reviewed and updated.</p>	
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Concluding Business

Item	Discussion	Action
Announcements (3 minutes)	<p>Birthday shout outs!</p> <p>Meridyth now has the cutest puppy, EVER!</p>	
Good of the Order (3 minutes)	<p>Need to address cheating and plagiarism issues in online instruction. ERI may be meeting in December to address.</p>	
Adjourn	Meeting adjourned at 4:25 pm.	

Future Business

- Lessons Learned: Forums on Race, Healing & Action – Hannon
- Student Lingo (Violetta Vasquez)
- Resolution Denouncing White Supremacy, Systemic Racism, and White Privilege
- Registration and Web Advisor
- 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"> - 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	<ul style="list-style-type: none"> - 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