

# Crafton Hills College

## Academic Senate Minutes

Date: January 15, 2020 (3:00pm-5:00pm)

Next Meeting: February 5, 2020

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

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
<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>	None	

<b>Report from the administration (10 mins)</b>	<p>Keith Wurtz reported.</p> <p>A. Accreditation – complete draft done. Will start holding open forums this month. Review is continuing in the committees. IAOC will come to senate.</p> <p>B. Introduced Delmy Spencer, new VP of Student Services.</p>	
<b>Classified Senate Report (1<sup>st</sup> mtg) (5 mins) Brandice Mello</b>	None	
CTA Report (2nd mtg) (5 min) Green		
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>	<p>Recording of minutes - rearrange agenda to move GE pattern to the beginning.</p> <p>Need to have a discussion about how much information we put in our minutes. Board of Trustees is now recording their minutes.</p> <p>Review of the process of resolutions. First reading is not a time for debate. Debate comes after it is approved to move to the next level.</p>	
<b>Approval of Minutes and Voting Record for 2019.11.6 and Minutes and Voting Record from 2019.11.20</b>	<p>Motion: to approve the 11.6 and 11.20 minutes</p> <p>Discussion: the level of detail would mean we need to record. Why is the board doing it? What is Classified Senate doing? They record and take minutes.</p>	<p>(Bastedo, Gimple, MSC 1 abstention, Azenaro, Menchaca)</p> <p>Add to future agenda.</p>
<b>Old Business</b>		
<b>BP/AP 7210 update (5 mins)</b>	<p>Update on progress</p> <p>Committee met several times last semester. Still would like to have one policy for the district and not two separate policies. Will meet with the Senates at Valley to discuss. Are some areas of agreement. Valley seems to be holding on to the process for full professor.</p>	
<b>DE changes (5 mins)</b>	Meeting next week.	

<b>Campus Safety/Senate Resolution (5 mins)</b>	First Reading - Discussion: speak against moving it forward. Not a 10+1 issue. Should not be moved forward.	Motion: to approve for second reading (Williams, Menchaca, MSF Yes – Hellerman, Ivy, Kern-Foster, Menchaca, Williams, Azenaro. Nay -  Abstentions – Harris, Cannon, De Los Reyes
<b>Veteran’s/STEM resolution (5 mins)</b>	First Reading - moved to next meeting	
<b>Basic Skills Committee (15 mins)</b>	Funding streams have been combined by State. Part of the funding is going to support embedded funding. Have been deciding to combine committees to make one shared governance committee. Are we comfortable with giving that committee up? Is the issue no one is willing to chair the committee? No, it is hard to define the work of the committee with the changes in funding. Committee served its purpose, needs to transform. ? About non credit piece. The non credit part has been disbanded because the process was established. Will need to change the bylaws to reflect what we will do.	Exec will need to review bylaws and bring back.
<b>New Business</b>		
<b>Curriculum – Program Changes (15 mins)</b>	State is requesting information to be added to the catalog. PLOs and possible course patterns. Would like to make these fields in curricunet so they can start to be entered.	Motion: to approve (Gimple, Kern Foster, MSC, 1 abstention, Hellerman).
<b>New CHC GE Pattern (15 mins)</b>	Directed Debbie Bogh to start looking at restructuring the GE pattern for Crafton. She needs a few people to help her start working out the details of specific programs. Need to create the schedule and take it chairs for input. ? Is there a connection to guided pathways? Could we add new classes to those that qualify as GE? Yes. Suggestion for Debbie to join the guided pathways committee. Meets once a	

	<p>month. These are slightly different topics. Would it be good to have someone from guided pathways on the GE committee? They could but not necessary. The new GE pathway will be done very soon. Then the GP committee can use the information as they create the guided pathways. Have 2 volunteers from Senate – Patricia and Iris. May be others not on senate.</p>	
<b>AS Committee Reports</b>		
<p><b>1st meeting of the month (3 mins):</b>  <b>A. Chairs ( )</b>  <b>B. Honors Steering (Judy)</b>  <b>C. Curriculum ( )</b></p> <p>2<sup>nd</sup> 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>A. Laurie Green will report. First meeting this Friday.  B. 40 students will be graduating. Increase from last year. Bi-annual meet and greet next Friday (Jan 24).  C. Debbie Bogh will make reports this semester.</p>	
<b>Announcements</b>	<p>Black History workgroup being put together to plan events. Events coming up every Wednesday for the month.  InDignity Show is being hosted by CHC. Opens on January 21, open until end of the month.</p> <p>Meeting adjourned at 3:54 pm.</p>	
<b>Other Business</b>		
<b>Future Business</b>		
<b>Future Agenda Items</b>	<ul style="list-style-type: none"> <li>-Basic Skills</li> <li>-Institutional Racism/Sexism/Harassment in the workplace</li> <li>-Student Lingo (Violetta Vasquez)</li> <li>-Registration and Web Advisor</li> <li>-Equity/SSSP/BSI changes (VPSS)</li> <li>-Participation in Facilities change workgroup</li> <li>-Safety Plan update (Cook, Horan, Strong)</li> </ul>	
<b>Adjourn</b>		
<b>AP/BP Schedule</b>		
<b>Month</b>	<b>BP/AP (See District Assembly website for lead information and complete schedule)</b>	

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