Senate Meeting Minutes 02.17.21

Please see the Academic Senate pages of the Crafton Hills College website for information on The BrownAct, 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

The Brown Act　　　　　　　Motions and Rules of Order　　　　　　　Meeting Norms

Date: 02/17/2021   Time and Location: 3 PM in https://cccconfer.zoom.us/j/98822892587   Next Meeting: 02/3/2021

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	- **Cheryl DiBartob** - **Richard Hughes** - **Julie McKee** - **Steve Hellerman**	- **Ryan Bartlett** - **Krista Ivy** - **Nick Reichert**	- Reynaldo Bell - **TL Brink** - **Meridyth McLaren** - Thomas Serrano - **Gary Williams**	- **James Grabow** - **Mariana Moreno**	- **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**	- Tina Gimple (SINS) - **Andrew Bridges** (SINS) - **Edward Ferrari** (LAM)

Guests: Mike Strong, Keith Wurtz, Delmy Spencer, Gwen Diponio, Judy Cannon, Michelle Riggs

Agenda Items

Estimated Meeting Time: 97 minutes

Preliminary Business

Item	Discussion	Action

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Date: 02/17/2021   Time and Location: 3 PM in https://cccconfer.zoom.us/j/98822892587   Next Meeting: 02/3/2021

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)	Security updates/trainings available. Sent out a cyber security training faculty can take. Not mandatory. Are changing platforms, new email will come out letting faculty know how to access trainings. Melissa Oshman is creating a security report that will come out soon. Implementing a security alert process for failed log ins. ? about virus protection software for personal computers. Will see if our current programs can be added to personal computers. Please make sure it is clear the trainings aren't mandatory.	
ERI Updates – Hamlett (3 mins)	Canvas Developmental Shells available. Limited to one per faculty member. Next meeting agenda items - alternate grading methods, CARES funding. Working on antiracist presentation as well as, modular & page organization training.	
Approval of Minutes and Voting Record for 2/3/2021 (3 minutes)	Motion: to approve the minutes and voting record from 2.3.2021 (Brink, Hamlett, MSC) Discussion: none	

Preliminary Reports

Item	Discussion	Action
Administration's Report (5 mins)	Mike Strong reported. Water line break at Gym, twice. Close campus. Fixed now but seems to still be a leak somewhere. Keith reported. Will be online and remote for summer and very likely mainly remote in fall as well. Will schedule for in person, but will mostly be online.	
1st meeting of the month (3 mins): A. Classified Senate (Jaco) B. CTA Report (McLaren)		

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2nd meeting of the month: (3 mins):
    A.   Student Senate Report (Stiff)
    B.   Treasurer's Report (DiBartolo)
	A. None
	B. Balance stands at $1037.06
	4.0 Scholarships - need to decide who will receive. This is faculty donated money. If we have a large number of 4.0 students, the checks will be small.	

AS President's Report (3 mins)	• Faculty Survey - assessing how remote instruction is going for faculty. Will be working to address some of the issues raised in the survey. • "Of the Year" nominations • Area D and Spring Plenary meetings are coming up.	

Old Business

Item	Discussion	Action
Transfer Resolution (Moreno) -5 Min	Effective & Equitable Transfer Practices V2 Second reading Discussion: Only one minor change made to the resolution.	Motion: to approve for second reading (McKee, Moreno, MSC)
On hold or in progress – 0 Min	• In progress: Academic Freedom (Bartlett) • On hold: Anti-racism (Bartlett) o Update: The Student Services office has received recommended definitions from several committee members to review and discuss. Next steps will be to get campus input and vote on definition. Estimated completion end of February at the latest.	

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New Business

Item	Discussion	Action
Facilities Master Plan (Strong) – 15 Min	CHC Facility Master Plan Update Timeline 2021 FMP Update Draft Discussion & Idea Board ? about adding parking to support the proposed instructional building. More questions about parking and solar options, food access	
Term Limits for Sub-Committee Chairs and EBoard – 10 Min	Proposed Changes for Terms Discussion: What if no one wants a position? Aren't there some committees where it is beneficial to have a long term chair? Yes, but need to encourage more people to learn roles and make it easier for new people to offer themselves to serve. Need to get away from seeing a position as belonging to a specific person.	Motion: to move grade change policy (Andrews, Hamlett, MSC) Motion: to approve term limits (DiBartolo, Ferrari, MSC)
Grade Change Policy – 10 Min	Current Policy Draft Policy BP Suggestions AP Suggestions Ed Code Recommending using the local process and then if not satisfied, go to the board. Going to DA next Tuesday.	Motion: to approve with changes (Brink, Andrews, MSC) Discussion:
Rubric for Advancement in Rank – 10 Min	Draft Rubric(2nd page) Is there a provision for 'grandfathering in' faculty who already have tenure. Yes, in BP. Will have to try this for a little while to see if it works. What are the thresholds for the bulleted lists? Must have at least one piece of evident in each category.	Motion: to approve the rubric (McLaren, Brink, MSC)

Social Media Policy – 5 Min	Draft Policy brought to District Assembly. Thoughts? Not favorable. Does this apply to our personal FB pages? Current language, yes. Would the admin have to give permission for faculty to post on CHC accounts. No, but need to be added as an administrator so abandoned accounts can be deleted. What is district time? Issue with definition. Issue with personal pages following district rules.	

AS Sub-Committee/Committee Assignment Reports

Item	Discussion	Action

1st meeting of the month (3 mins):
   A. Chairs (Andrews)
   B. Honors Steering (Cannon)
   C. Curriculum (?)		

2nd meeting of the month: (3 mins)
   A. Educational Technology (Hamlett)
   B. District Assembly (Brink)
   C. Library Taskforce (Ivy)
   D. Ed Policy (Hughes)
	A. Remote for summer. Still deciding fall. Still certifying faculty to teach online. Many trainings coming up. Training cohorts are beneficial. Are still accepting trainings faculty have taken at other institutions. Looking at revamping 062 (Intro to online learning).
	B. Main points have been covered.
	C. Creating a survey for faculty.
	D. Struggling to make quorum at meetings. Have covered the main points in the AS meeting. Need to update the faculty handbook in a few places.	

Concluding Business

Item	Discussion	Action

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Announcements (3 minutes)	Encourage students to apply for scholarships. Deadline is March 28th. New scholarships, Veterans and Social Work - one time only.	
Good of the Order (3 minutes)	Doing a great job!	
Adjourn	The meeting was adjourned at 4:28 pm.	

Future Business

- Lessons Learned: Forums on Race, Healing & Action – Hannon
- Registration and Web Advisor
- Anxiety and counseling information from HR
- Canceling Classes and Canvas Shells

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	- 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

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