Senate Meeting Agenda 03.17.21

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	- Cheryl DiBartolo - 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:

Agenda Items
All documents are linked to their agenda item.
Estimated Meeting Time: 94 minutes

Preliminary Business

Item	Discussion	Action
Call to Order		
Statements from the public (3 minutes per speaker)		
TESS Report - Bixler (3 minutes)		
Approval of Minutes and Voting Record for 2/17/2021 (3 minutes) **Minutes 3/17** **Voting Record 3/17** Goal: Assess the written record to be sure it reflects the discussions and voting in the last meeting. Be sure to double-check your own votes, attendance, discussions, motions, ect. Note: Anyone can add a comment if something needs to be edited.		

Preliminary Reports

Item	Discussion	Action
Administration's Report (3 mins)	Melissa Oshman - Technology Services ● Transitioning from Skype for Business to Microsoft Teams ● Campus Laptop Replacement Keith Wurtz - Office of Instruction ● Process for recommending tutors 　1) Faculty may email Karen Peterson	

The Brown Act   Motions and Rules of Order   Meeting Norms

	(kpeterso@craftonhills.edu) indicating that they are recommending the student (or former student) as a potential tutor – provide the discipline. If they want the tutor as an embedded tutor in their class, they should specify that. 2) Faculty should encourage the student (or former student) to apply online 3) Once the application is received, Karen will reach out to the student to schedule a preliminary interview 4) If forwarded, Kay will conduct 2nd level interview, and the division will process hiring 5) The faculty member will be notified of the decision to hire or not, and whether the request for embedded tutoring can be accommodated (based on schedule/availability) ● Tutor salaries start at $14.00/hour. On average, tutors work approximately 15 hours/week (dependent on tutor availability and the needs of the program) ● Tutors who can tutor in multiple disciplines are highly sought after.	
President's Report (3 mins)	★ Of The Year Submissions due April 9th. ★ Convocation - We will be posting all of the scholarship recipients on the website again. ★ Commencement is virtual - May 26th ★ Elections up-comping President, Secretary, Historian ★ Chancellor's Council Update ★ Cap updates and task force coming soon ★ Suggestions for Mission, Vision, and Values sent to Crafton Council. Land recognition moved to "Respect," Access moved to "Inclusion," "Sustainability" being revamped.	

ERI Updates – Hamlett (3 mins)		
1ˢᵗ 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 (Cunningham) B. Treasurer's Report (DiBartolo)		

Old Business

Item	Discussion	Action
On hold or in progress – 0 Min	• On hold: Anti-racism (Bartlett) ○ 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.	

New Business

Item	Discussion	Action
Social Media Policy 10 mins - Bailes **Draft Social Media Policy** Goal: Review and give feedback on any updates to the draft social media policy presented at District Assembly.		

The Brown Act   Motions and Rules of Order   Meeting Norms

AP 5520: Student Discipline Procedures 40 mins - Bailes **Review AP 5520** AP 5520 is intended to be used for conduct listed in AP 5500. **Review AP 5500** **Review BP 5500** Goal: During the meeting break into teams to review and give feedback on all documents. Please take detailed notes. These documents relate to the safety of our campus; privacy for students, faculty, and staff; and protection of intellectual property.	Groups: Note that Appendix A of AP 5520 contains definitions 1. AP 5520 Section I - Section II 2. AP 5520 Section III 3. AP 5520 Section IV 4. AP 5520 Appendix B 5. BP 5500 6. AP 5500 A - G 7. AP 5500 H - Z 8. AP 5500 AA - AO 9. AP 5500 AP - BA	

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 (DiPonio)** **D. District Assembly (Brink)**		
2nd meeting of the month: (3 mins) A. Educational Technology (Hamlett) B. Library Taskforce (Ivy) C. Ed Policy (Hughes)		

The Brown Act   Motions and Rules of Order   Meeting Norms

Concluding Business

Item	Discussion	Action
Announcements (3 minutes)		
Good of the Order (3 minutes)		
Adjourn		

Future Business

- Lessons Learned: Forums on Race, Healing & Action – Hannon
- Registration and Web Advisor
- Tutoring and STEM Center Roles - Weiss
- Tutoring Center data - Reichart
- Tutoring Center Task Force - Reichart
- Plenary Plan
- Elections for President, Treasurer, and Secretary May 5th
- Summer Schedule Public Documentation

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.

The Brown Act   Motions and Rules of Order   Meeting Norms