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 requires 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.

Meeting Information

Date

October 20th, 2021

Time and Location

3PM - 4:30 PM Via Zoom Link: https://cccconfer.zoom.us/j/98822892587

Next Meeting

November 6th, 2021

Meeting Outline

- [ ] Announcements
- [ ] Kudus
- [ ] Public Comment
- [ ] Main Business
- [ ] Good of the Order
- [ ] Reports

Additional Documents

Additional documents are linked in the preparation section of each agenda item.

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	6	5	7	8
Available Seats	4	0	0	3	4	1
	Andrews, Breanna	Bailes, Brandi	Brink, TL	Grabow, Jimmy	de los Reyes, Chloe (Multilingual)	Gimple , Tina (SINS)
	DiBartolo, Cheryl	Bartlett, Ryan	Green, Laurie	Moreno, Mariana	Ferrari, Ed (LAM)	Bridges, Andrew (SINS)
	Hellerman, Steve	Diponio, Gwen	Grounds, John		Hughes, Rich (SINS)	Cardoza, Shannon (SINS)
	Jimenez, Sabrina	Hamlett, Cynthia	McLaren, Meridyth			Cline, Mellisa (SINS)
	McKee, Julie	Ivy, Krista	Serrano, Thomas			Gilmore, Heather (SINS)
	Olivera, Chris	Jaques, Paul	Williams, Gary			Mello, Brandi (SINS)
		Juan, Shirley				Weiler-Leon, Lindsay (SINS)
		Reichert, Nicholas				
		Robles, Josh				

Guests:

[The Brown Act] [Motions and Rules of Order] [Meeting Norms]

Agenda Items

Preliminary Business - Duration 6 minutes

Item	Start Time and Duration in Minutes	Content
Call to Order	0	
Announcements (3 minutes)	Start 3:01 3 Minutes	
Statements from the public 3 per speaker 15 minutes max	0	
Kudos - Highlighting Faculty Work	Start 3:04 3 Minutes	

Main Business - Duration 51 minutes

Item and Presenter	Approximate Start Time and Duration in Minutes	Prep Material	Goals and Notes	Proposed Action
Approval of Minutes - Bailes	Start 3:07 3 Minutes	☐ Minutes 10/6	Assess the written record of our meeting 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.	Motion to approve the minutes or Motion to approve the minutes with changes

			Note: Anyone can add a comment if something needs to be edited.	
Proposed Executive Committee and Executive Team - Bailes	Start 3:10 15 Minutes	☐ Proposal	Give feedback on the new duties, positions, and release for the proposed Executive Committee. Review the membership of the proposed Executive Team.	Motion to support implementing the changes in Spring 2022 or Fall 2022 or Request to bring back changes to the next meeting of the AS or Request to continue work at the Spring Plenary.
Professional Development Spring In-Service Draft Plan	Start 3:25 10 Minutes	☐ Draft Schedule ☐ Workshop Topics	Give feedback on the Professional Development Spring In-Service Draft Plan.	
Bestest Faculty Plaques	Start 3:33 2 Minutes		Review cost of plaques for faculty of the year for 2021 and 2020.	Motion to support reimbursing funds or Request for a gofundme to pay back Julie
Certified Nursing Assistants (CNA) Program - Wurtz	Start 3:35 10 Minutes	☐ Program Viability Report ☐ Program Viability Process	Give feedback on the program's viability.	Resolution to recommend the development of the program or Request to bring back changes to a future meeting of the AS.

Zero Cost Textbooks (ZCT) - Muse	Start 3:45 10 Minutes		Collectively engage in identifying current or perspective ZCT courses	
Good of the Order	Start 3:55 3 Minutes		Feedback for AS in general and items that should be added to a future agenda	Request agenda items for future meetings or comment on board reports, ASCCC updates, or other 10+1 items.

Reports - Duration 21 Minutes

Item	Approximate Start Time and Duration in Minutes	Content
Administration's Report	Start 3:58 3 Minutes	
President's Report	Start 4:01 3 Minutes	Written report: ☐ Fall 2021 Plenary is upcoming. We have 5 faculty attending. Big thank you to those faculty who are joining me at the plenary! ☐ Update on Vaccination Plan: Please listen to the latest episode of Amplify Your Voice for updates. ☐ Fall Resolutions ASCCC ☐ Transfer Reform Bill Passed AB 928 - Opposed by FACCC, ASCCC, OCCCC, Cal States, and UCs
1st meeting of the month (3 mins): A. Classified Senate (Mello) B. CTA Report (McLaren)	0	A. Requested written report: Classified Senate is currently working to encourage classified representation at the various committees, talking with management to actively support classified attending committees. I created a reference sheet that breaks down what each committee does,

		the times they meet, etc. We are also working to add a simple reporting system on the CS website to allow for people to put in a short report about their committee attendance if they are unable to meet up at the senate meeting(s).
2nd meeting of the month: (3 mins): **A. Student Senate Report (Alexander)** **B. Treasurer's Report (DiBartolo)**	Start 4:07 6 Minutes	
1st meeting of the month (3 mins): A. Chairs (Andrews) B. Honors Steering (Cannon) C. Curriculum (DiPonio)		A. B. Requested written report: Full Honors Steering Report C. Requested written report: Kim and I have been working diligently on meeting with Nancy from the CurricQnet or META version of the new program. Anyone with interest in the process can contact me. We are looking forward to having simpler ways to have cross-listed courses and honors course outlines. Please note that if a course is deleted, it may impact your program. Therefore, you will need to submit a revision of your program in Curricunet. Anyone who needs support with updating programs or outlines can contact me. The deadline for submitting outlines for approval by FA 2023 is coming up at the end of October. Keep checking "My Approvals" if you are the "originator" for a course outline to make sure your outline is still moving through the approval process. If it is "stuck" at an originator step, it can't move forward until you move it.
2nd meeting of the month: (3 mins) **A. Educational Technology (Hamlett)**	Start 4:13 9 Minutes	

B. Library Taskforce (Ivy) **C. Ed Policy (Hughes)**		

Adjournment - Approximately 4:22

Future Business

- Lessons Learned: Forums on Race, Healing & Action – Hannon
- Registration and Web Advisor
- Tutoring and STEM Center Roles - Weiss
- Summer Schedule Public Documentation
- Update deduction form - DiBartolo/McKee
- 4.0 Scholarship - DiBartolo/Bailes
- 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 definitions.
- Social Media Policy (Bailes)
    - Draft Social Media Policy
    - Goal: Review and give feedback on any updates to the draft social media policy presented at the District Assembly.

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.

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.

The Brown Act

Motions and Rules of Order

Meeting Norms