

## 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.

[The Brown Act](#)

[Motions and Rules of Order](#)

[Meeting Norms](#)

### Meeting Information

#### Date

February 2, 2022

#### Time and Location

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

#### Next Meeting

February 16, 2022

#### 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)

	<b>SINS</b>	<b>LAM</b>	<b>Career Ed &amp; Human Dev.</b>	<b>Student Services</b>	<b>Senators at Large</b>	<b>Part-Time Senators</b>
Total Seats	10	9	6	5	8	8
Available Seats	4	1	0	3	4	2
	<b>Andrews, Breanna</b>	<b>Bailes, Brandi</b>	<b>Brink, TL</b>	<b>Grabow, Jimmy</b>	<b>de los Reyes, Chloe</b> (Multilingual)	Cardoza, Shannon (SINS)
	<b>DiBartolo, Cheryl</b>	<b>Bartlett, Ryan</b>	Green, Laurie	<b>Moreno, Mariana</b>	<b>Ferrari, Ed</b> (LAM)	Cline, Melissa (SINS)
	Hellerman, Steve	<b>Diponio, Gwen</b>	Grounds, John		<b>Hughes, Rich</b> (SINS)	Gilmore, Heather (SINS)
	<b>Jimenez, Sabrina</b>	<b>Ivy, Krista</b>	<b>McLaren, Meridyth</b>		Pfaler, Diane (Career Ed & Human Dev.)	<b>Hamlett, Cynthia</b>
	McKee, Julie	<b>Jaques, Paul</b>	<b>Serrano, Thomas</b>			<b>Mello, Brandi</b> (SINS)
	<b>Olivera, Chris</b>	Juan, Shirley	<b>Williams, Gary</b>			<b>Weiler-Leon, Lindsay</b> (SINS)
		<b>Reichert, Nicholas</b>				
		Robles, Josh				

Guests: Kevin Horan, Mike Strong, Delmy Spencer, Judy Cannon, Lisa Wells

## Agenda Items

### Preliminary Business - Duration 6 minutes

Item	Start Time and Duration in Minutes	Content
Call to Order	0	AS President Brandi Bailes called the meeting to order at 3:02 pm.
Announcements (3 minutes)	Start 3:01 3 Minutes	Had our first regional transfer fair in fall. Was very successful so will be doing another one on April 6. Will create a Canvas announcement that can be put in our course shells. Carrie Audet requesting to remind students to apply for scholarships. Great opening for Black History Month today. Boys and Girls Club still needs volunteers Stronger Together Now needs volunteers to rehab parks in Redlands. Please let students know.
Statements from the public 3 per speaker 15 minutes max	0	
Kudos and Comradery - Highlighting Faculty Work and Open Discussion	Start 3:04 5 Minutes	Crafton Presenting at the Transfer Summit to Transfer Directors across the state. Troy Dial has done a great job organizing events and activities for Black History Month. Chris Olivera has done an amazing job getting students the kits they need to do science labs at home Kudos to Brandi Bailes for all of her work as Academic Senate President. Thanks Mike for the work on the 5K for our 50th celebration.

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## Main Business - Duration 63 minutes

Item and Presenter	Approximate Start Time and Duration in Minutes	Prep Material	Goals and Notes	Examples of Actions
Approval of Minutes - Bailes	Start 3:09 3 Minutes	<input type="checkbox"/> <a href="#">Minutes 1/19</a>	<p>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, etc.</p> <p>Note: Anyone can <a href="#">add a comment</a> if something needs to be edited. Make sure the attendance record is accurate. Bylaws say senators will be dropped after 3 absences. Check to make sure motions are accurately reflected in minutes.</p>	Motion to approve the minutes (Hamlett, Jimenez, MSC)
Academic Senate Workgroup - McLaren	Start 3:12 5 Minutes	None	<p>Meeting Time: 1:30 - 2:30 PM Meeting Days: 2nd and 4th Wednesday Meeting Link: <a href="https://cccconfer.zoom.us/j/92659265144">https://cccconfer.zoom.us/j/92659265144</a></p> <p>Working on Decentering Whiteness Resolution. Request to add updating of CHC 062 course to the work group agenda. <i>Discussion:</i> none</p>	<p>Volunteers needed to join the workgroup. Volunteers to recruit for the workgroup needed. Motion: to add task to AS Work Group (Brink, Ivy, MSC)</p>
Guided Pathways	Start 3:17 10 Minutes	<input type="checkbox"/> <a href="#">Homepage</a> Scroll down <input type="checkbox"/> <a href="#">Maps</a>	The guided pathways are now on the homepage. We are looking for volunteers to make videos for each meta-major.	Volunteer to support meta-majors AKA Career and Academic Pathways videos

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Updates - Robles			We are going to post the major maps. They have all been reviewed and agreed. They should be live in about 2 weeks. Please review them for one last check.	Review maps for changes.
ETC Charge - Hamlett	Start 3:27 15 Minutes	<input type="checkbox"/> <a href="#">Review Proposed Charge</a>	The Educational Technology Committee is submitting an updated charge that delineates their work clearly for the Academic Senate to review.  Discussion: none	Motion to support the charge (Ferrari, Andrews, MSC)
CTE Updates - Green	Start 3:42 10 Minutes	<input type="checkbox"/> <a href="#">CNA Program</a> (for reference)	Home Health Care curriculum has been submitted for review to support the CNA program. EMS advisories to try to help community partners build their employee bank.	No action needed. Can revisit in a future meeting if needed.
4.0 Scholarship - DiBartolo	Start 3:52 15 Minutes	None	Discussion on supporting the 4.0 scholarship or adjusting what we do with the funds ~\$1400. Ideas include scholarships for future faculty or for future/current community college employees.  Can have a 4.0 scholarship but may want to set some additional parameters - going into education, working full time, community college relationship, etc. Can remove the 4.0 part of the scholarship - but would have to notify the faculty contributing to the fund of the change. 4.0 students have increased, qualify for other scholarships, should focus on providing money to students with more need	Motion to support the 4.0 Scholarship or Motion: to have AS Work Group investigate other CHC scholarships as well as scholarship options at other campus (Brianna, McLaren, MSC)  Send email to faculty for volunteers for this task.

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			<p>Some concern with changing the scholarship too much. We should still require students to follow a process and timeline. Maybe a second fund/scholarship for equity.</p> <p>Last year only half of hte 4.0 students applied for other scholarships.</p> <p>Faculty can only contribute to 4.0 scholarship? No, there are other student scholarship opportunities.</p> <p>We could research what other colleges offer in terms of scholarships.</p>	
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## Reports - Duration 21 Minutes

Item	Approximate Start Time and Duration in Minutes	Content
Administration's Report	Start 4:07 3 Minutes	<p>Delmy Spencer reported: Gala on April 21st - \$50 for faculty and staff. Will be FTF. All campus meeting next week.</p> <p>Student vaccination update: on Friday students will get an email about vaccine requirements and directions for submitting proof of vaccination or request for exemption. Will not be able to register for summer or fall classes with vaccination or request for exemption. On Monday students will receive an email from Covid Clinic about registering.</p>

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		<p>How will information get to faculty about students in their classes. ? about hybrid classes - they are listed as DE in schedule. Will students use their regular ID number? Yes New students will get the mandate information when they apply to CHC.</p> <p>Any faculty and staff issues with submitting information need to go Joe Opris. Students will reach out to Delmy for now.</p> <p>Mike Strong reported: budget development is coming. Chairs will work with Deans to make recommendations. State will look at enrollment in 2 years and adjust funding levels.</p> <p>? about welcome back to campus for students. Are we having one? How do faculty volunteer? Delmy will get more information and get that to us.</p>
AS President's Report	Start 4:10 3 Minutes	<ul style="list-style-type: none"> <li>● Congratulations to Artour - has a new job in LA as a DEAN! Institutional Research and Planning</li> <li>● VP Support Committee Spring 2022: Crafton Council and AS Workgroup</li> <li>● VP Outreach: Crafton Council and Professional Development</li> <li>● Professor of the Year</li> <li>● Reopening task force met today. No official end date but some discussion about ending student vaccine mandate in December 2022. Interesting that this conversation is happening when the covid cases are increasing. Discussion about ending the vaccine mandate is happening before it even starts and potentially after only one semester.</li> </ul>
<b>1<sup>st</sup> meeting of the month (3 mins):</b> <b>A. Classified Senate (Mello)</b> <b>B. CTA Report (McLaren)</b> <b>C. API Association (DiPonio)</b>	Start 4:13 9 Minutes	<p>A. No report</p> <p>B. Upcoming member and non member events. Voting for FT Reps at Crafton coming up. Will need all new people to serve on Exec board.</p> <p>C. Asian American and Pacific Islander Association at beginning stages of development. Focusing on anti hate messaging.</p>
2 <sup>nd</sup> meeting of the month: (3 mins):	Start 4:13 6 Minutes	

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<ul style="list-style-type: none"> <li>A. Student Senate Report (Alexander)</li> <li>B. Treasurer’s Report (DiBartolo)</li> </ul>		
<p><b>1<sup>st</sup> meeting of the month (3 mins):</b></p> <ul style="list-style-type: none"> <li><b>A. Chairs (Andrews)</b></li> <li><b>B. Honors Steering (Cannon)</b></li> <li><b>C. Curriculum (Di Ponio)</b></li> </ul>	<p>Start 4:22 9 Minutes</p>	<ul style="list-style-type: none"> <li>A. Issues with Dual Enrollment classes, especially with being remote. Will work on problem solving on Friday.</li> <li>B. Have had a reduction in enrollment - lost 20 students between fall and spring. Will be recruiting more. Asking faculty to recommend good students for the program. Judy shared a few honor’s student success stories.</li> <li>C. Thanks to everyone who worked on the meta major pathways. Looking at how we can incorporate equity into our course outlines. Working on major initiatives, but will do it thoughtfully and carefully. Added the link so we can see what the new course outlines will look like.</li> </ul>
<p>2<sup>nd</sup> meeting of the month: (3 mins)</p> <ul style="list-style-type: none"> <li>A. Educational Technology (Hamlett)</li> <li>B. Library Taskforce (Ivy)</li> <li>C. Review Workgroup (McLaren)</li> </ul>	<p>Start 4:19 9 Minutes</p>	
<p>Good of the Order:</p>		<p>follow up on previous question about sports teams being in person when arts are not allowed to be. Athletics are governed by separate organizations - same with some CTE programs. Request to keep Arts involved in future discussions about what needs to be FTF. Upcoming shows - Ave Q March 11-13 and Mid Summer Night’s Dream April 20-21st.</p>



Adjournment - 4:26 pm.

## Curriculum Updates

The following are new classes and programs that are being addressed by the [Curriculum Committee](#).

- New Courses
  - PHIL 103H Critical Thinking and Argumentation
  - MULTI 191 History, Practices, and Culture of Making
- New Programs
  - Associate Of Science Multimedia: Web Development And Interface Design
  - Originator Iris Kern-Foster
  - Virtual Reality Design Certificate Of Achievement
  - Originator Iris Kern-Foster

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## 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.

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## 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.