

Welcome to the Academic Senate

The Academic Senate is the voice for the faculty on all matters related to curriculum and academic standards. In its simplest form, the Academic Senate is the main source for faculty recommendations on anything related to our students. In technical terms, faculty have purview over any item related to the "The Ten Plus One," a detailed list of 10 items and a general "+1" which are outlined in Title 5 (state law) and shared on the next page of this agenda.

Purpose

The Academic Senate shall serve as the representation of faculty whenever consultation or interaction for making recommendations in the areas of curriculum and academic standards with the District or the college administration is necessary. Unless it is directly under the authority of the faculty bargaining agent, [SBCCDTA](#). This is in accordance with, [Education Code §70902 \(b\)\(7\)](#) "...the governing board of each community college district shall... ensure the right of academic senates to assume primary responsibility for making recommendations in the areas of curriculum and academic standards."

The local Academic Senate relies on the State-Wide Senate, [ASCCC \("A. S. triple C"\)](#), for recommendations and state-wide representation.

Primary Recommending Body

Academic Senate recommendations take precedence. California State Law, Title 5, gives the senate its powers. Please read the law in full here: [Title 5 § 53203 - Powers](#)

"[O]nly in exceptional circumstances and for compelling reasons will the recommendations [of the academic senate] not be accepted. If a recommendation is not accepted, the governing board or its designee, upon request of the academic senate, shall promptly communicate its reasons in writing to the academic senate."

[The Brown Act](#)

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Meeting Information

Date

October 5, 2022

Time and Location

3 PM - 4:30 PM - LRC 226

Next Meeting

Oct 19, 2022

Meeting Outline

- Announcements
- Kudus
- Public Comment
- Main Business
- Future Business and Updates
- Reports

APs and BPs

Please see the [Academic Senate pages](#) of the Crafton Hills College website for explanations of [Administrative Procedures and Board Policies](#), commonly called "APs and BPs".

Direction of Work

Faculty guide the work of implementing, when deemed pedagogically appropriate by faculty, Strategic Directions and Student Equity Goals in areas related to academics and curriculum. The Ten Plus One helps us ensure that faculty are the main source of recommendation for anything related to student support, instruction, and preparation. In short, the Ten Plus One lists everything for which faculty are responsible; the Strategic Directions and Student Equity Goals help organize our work based on the needs of the students.

The 10 + 1

Strategic Directions

1. Promote Student Success
2. Build Campus Community
3. Develop Teaching + Learning Practices
4. Expand Access
5. Enhance Value to the Surrounding Community
6. Promote Effective Decision Making
7. Develop Programs + Services
8. Support Employee Growth
9. Optimize Resources

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.

Student Equity Goals

1. Create a research agenda to analyze and understand disproportionate impact.
2. Promote high engagement teaching, service, and support throughout the college
3. Create clear pathways to promote completion and success.
4. Create cohorts and student communities to promote learning and success.

*To ensure faculty guide the work of Academic Senate, comments and questions will be addressed in the following order **1) Senators** **2) Non-senator faculty**.*

Administration may be called upon to offer further context.

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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	9	8
Available Seats	4	2	0	3	2	5
	Andrews, Breanna	Bailes, Brandi	Brink, TL	Grabow, Jimmy	Beecho, Alex (SINS)	Cardoza, Shannon (SINS)
	DiBartolo, Cheryl	Diponio, Gwen	Green, Laurie	Macamay, Mariana	de los Reyes, Chloe (Multilingual)	Gilmore, Heather (SINS)
	Hellerman, Steve	Ivy, Krista	Grounds, John		Ferrari, Ed (LAM)	Weiler-Leon, Lindsay (SINS)
	Jimenez, Sabrina	Jacques, Paul	McLaren, Meridyth		Guevara, Andrew (LAM)	
	McKee, Julie	Juan, Shirley	Serrano, Thomas		Robertson, Jillian (LAM)	
	Olivera, Chris	Reichert, Nicholas	Williams, Gary		Harris, Kashaunda (SS)	
		Robles, Josh			Lopez, Natalie (LAM)	

Guests: Keith Wurtz, Kristina Hannon

Agenda Items

Preliminary Business - Duration 14 minutes

Item	Start Time and Duration in Minutes	Content
Call to Order	0	3:09
Administration's Report	Start 3:01 3 Minutes	Keith reported:
Announcements (3 minutes)	Start 3:01 3 Minutes	<p>Library Open House Wednesday, October 12 from Noon – 1 pm LRC 208 (Library Classroom)</p> <p>Paul Jacques has been able to negotiate FREE tickets to the upcoming production of the hit Broadway musical, RENT, at the California Theater. All part-time & full-time classified, faculty, and management are eligible to request a FREE ticket + One to one of the upcoming performances:</p> <ul style="list-style-type: none"> ● Friday, October 14 at 8pm ● Saturday, October 15 at 2pm ● Saturday, October 15 at 8pm ● Sunday, October 16 at 2pm <p>If you are interested, please email Paul directly at pjacques@craftonhills.edu by no later than Sunday, October 9th. Postcard writing for Union Sign up for Crafton 5K!</p>

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Statements from the public 3 per speaker 15 minutes max	3 minutes	Mentone Film Festival coming up
Kudos and Comradery - Highlighting Faculty Work and Open Discussion	Start 3:09 5 Minutes	Paul Jacques for getting us all tickets to see RENT! YAY! Jimmy Grabow went to RHS to do outreach for the college Thanks to the LFM team Chloe de los Reyes - interview

Main Business - Duration 51 minutes

Item and Presenter	Approximate Start Time and Duration in Minutes	Prep Material	Goals and Notes	Examples of Actions	10+1, Strategic Directions, and Equity Goals Focus
Approval of Minutes - Bailes	Start 3:14 1 Minute	<input type="checkbox"/> Minutes Sept 21st	<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 add a comment if something needs to be edited. Make sure the attendance record is accurate. Bylaws say senators will be dropped after 3 absences. Check to ensure motions are accurately reflected in minutes.</p>	Motion to approve the minutes (Jacques, Reichert, MSC Abstentions:Andrews, McKee)	10+1: 7 SD: 6 EG: 1

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<p>PD Funding - Bailes</p>	<p>Start 3:15 5 Minutes</p>	<p><input type="checkbox"/> No Material</p>	<p>PD Funding has been increased up to \$500 for FT and PT- funds from other places (e.g. equity funding) can be requested in addition to these funds</p>	<p>Discussion</p>	<p>10+1: 1 SD: 4 EG: 2</p>
<p>MOPED List - Bailes</p>	<p>Start 3:20 10 Minutes</p>	<p><input type="checkbox"/> MOPED In-service Jan 2023 Recommendations</p>	<p>Give recommendations for in-service as it pertains to faculty, including collaboration on material creation. We will have 2 in-service days in January and one in April.</p> <p>MOPED is still recruiting for faculty, especially non-instructional and Tenured faculty.</p> <p>Requested Addition: in service workshop - Putting Equity into Courses and CurricQnet - can this be added to a current item? Request to have it be the only instructional faculty option at that time.</p> <p>Add Safe Spaces - all interested faculty</p> <p>Input from Jimmy will be added later</p>	<p>Motion: To support the recommendations (Andrews, Grounds, MSC)</p>	<p>10+1: 8 SD: 8 EG: 2</p>
<p>Faculty Handbook - Bailes</p>	<p>Start 3:30 10 Minutes</p>	<p><input type="checkbox"/> On hold for updates related to injury reporting</p>	<p>From the 9/7 meeting:</p> <ul style="list-style-type: none"> • Suggestion to add the list of acronyms. • Will update Mission, Vision and Values 	<p>Approve the handbook OR Approve the handbook with feedback OR</p>	<p>10+1: 5 SD: 4 EG: 2</p>

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			<ul style="list-style-type: none"> • Can approve this and continue to update and make changes. • Would be good to have a Crafton statement on equity and inclusion. <p>We also discussed focusing on upcoming handbooks for substantial edits as the timeline for this handbook is tight. The handbook will next go to PD for input.</p>	Review incorporated feedback at a second read	
Committee List - Natalie	Start 3:40 5 Minutes	<input type="checkbox"/> Committee list	Please review the committee list for edits. Please bring to department meetings for comments via the document or email to Natlie CC Brandi	Discussion and feedback from constituencies	10+1: 7 SD: 8 EG: 2
Enrollment Management would like feedback on the Drop Reason Survey	Start 3:45 5 Minutes	<input type="checkbox"/> Drop Reason - Enrollment Management	<p>Enrollment management needs Senate input for Drop Reasons as it is a 10+1: Standards or policies regarding student preparation and success.</p> <p>Suggested Changes/Additions: Change in major Add Course Difficulty to not yet successful statement Replace successful statement with - I didn't feel confident I could succeed in the course yet Consistent use of personal pronoun - add I back in</p>	<p>Review incorporated feedback at a second read</p> <p>We will see this one more time before it is finalized.</p>	10+1: 5 SD: 1 EG: 2

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			<p>Discussion about categories - are they necessary? Deficiency focused - add best interest to personal conflict Add housing insecurity - to personal conflict Strike death - add personal tragedy Add death to family health issues Change in family dynamics or structure Add mental health/personal care somewhere - maybe instead of needed a break. Socioeconomic hardship</p>		
<p>Student Survey - Ola Sabawi and Gio Sosa</p>	<p>Start 4:55 10 Minutes</p>	<p><input type="checkbox"/> New SS Survey</p>	<p>Institutional Research and Effectiveness needs Senate input for the Student Survey as it is a 10+1: Standards or policies regarding student preparation and success. and Faculty roles and involvement in accreditation processes.</p> <p>The survey is quite lengthy. Senate Exec has compiled the following feedback in an attempt to help direct focus.</p> <p>Page 1 - Include family attends and specifically call out CTE and Honors</p> <p>Page 13 Lead with EOPS add SAS "Sass"</p>	<p>Approve the survey with edits (Ferrari, McKee, withdrawn)</p> <p>Motion: to table due to technical difficulties (Ferrari, McKee, MSC)</p>	<p>10+1: 5 SD: 1 EG: 2</p>

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			<p>Page 15 Differentiate between food services for each question</p> <p>Page 18 How many hours do you devote to family care/domestic work - something that ensure them that work in the house is a time commitment of which we are aware</p> <p>Page 21 General questions about the level of depth for students/teachers and not other areas</p> <p>Page 23 Written response should be clearly optional</p> <p>Page 27 Other is a very large category compared to the details of gender</p> <p>Page 28 Word choice for “primary”?</p> <p>General: Consider a reorder for questions that are most important e.g. food and housing insecurities at the start of the survey.</p> <p>We didn't see anything specifically addressing former foster youth.</p>		
<p>District Reorgs/SS reorgs - Kristina Hannon</p>	<p>Start 4:05 15 minutes</p>	<p><input type="checkbox"/> Proposed DSO Reorganization Costs</p>	<p>HR will present the proposed reorg for DSO and Student Services.</p>	<p>Give feedback on the reorgs before a second read.</p>	<p>10+1: 7, 10 SD: 6 EG: 2</p>

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		<input type="checkbox"/> Proposed Plan for Restructure & Reorganization	<p>Had some managers leave the district. Colleen Gamboa is retiring at the end of the semester. Will not be filling many of these positions and reorganizing. A few positions needed to be reclassified due to survey on duties. The duties of the non filled positions will be assumed by the positions that were reclassified.</p> <p>There is an overall net savings.</p> <p>? - can we still expand or have we trimmed too much?</p> <p>Also looking at efficiency so DSO is not duplicating work or expending too much time on a task when it doesn't have to be that way.</p>		
Residency Requirement for Certificate programs	Start 4:20 5 minutes	<input type="checkbox"/> Review Verbiage in next column	<p>Here is the verbiage that Chairs Council recommends for our Residency Requirement for Certificate programs:</p> <p>"Twelve units, or 50 percent of the coursework required for a certificate, whichever is less, must be completed within the San Bernardino Community College District, with at least one course at Crafton Hills College. This residency</p>	Approve the suggested verbiage (Jacques, Garbow, MSC, 1 abstention, Robles)	10+1: 5 SD: 1 EG: 2

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			<p>requirement may be waived in the case of extenuating circumstances with the permission of the Faculty Chair.</p> <p>Some specific programs may have other requirements based on accreditation standards. Contact Counseling for specific program requirements."</p>		
<p>Good of the Order</p>	<p>- no scheduled meeting time -</p>		<p>Feedback for AS in general and items that should be added to a future agenda</p> <p>Need to address how we provide feedback. Reading before is not working.</p> <p>Could limit discussion to comments after reading the document beforehand. If you didn't read, you don't comment.</p> <p>Can we add homework links to the agenda? Will have to check.</p> <p>It's ok to have the discussion here, but we need to have a consensus about that being our approach.</p> <p>Need to work on order in our comments.</p>	<p>Request agenda items for future meetings or comment on board reports, ASCCC updates, or other 10+1 items.</p>	

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			<p>Suggestion to reinstitute the parliamentary position.</p> <p>We need to find a balance between order and not silencing voices.</p>		
Did you know?	- no meeting time -	<input type="checkbox"/> Senate Plenary	<p>The Academic Senate invites you to attend the 2022 Fall Plenary Session on November 3-5, 2022, held at the Sheraton Grand Sacramento! Join us this November to attend impactful breakout sessions, discuss statewide matters, vote on important Resolutions, and to network and engage with faculty across our system.</p> <p>The registration for the in-person portion is capped at 200 attendees. Each college will be guaranteed one in-person registration and will have unlimited spots for the virtual portion. This is an update to previous communication, which limited 1 in-person attendance per college. We are no longer limiting the number of in-person attendees per college.</p> <p>We have funding for approximately 5 senators.</p>	No action is required.	10+1: 7 & 8 SD: 8 EC: 2

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Reports

Item	Start Time and Duration in Minutes	Content
President's Report	Start 4:25 3 Minutes	<p>Please consider the following as we recruit for a new AS President</p> <ul style="list-style-type: none"> <input type="checkbox"/> Keep 2 VPS? <ul style="list-style-type: none"> <input type="checkbox"/> Prez and VP Support are up for election at the same time. <input type="checkbox"/> Would we like to stagger VPs in some way that allows AS prez to have full release for one year or one semester? <input type="checkbox"/> Change to three year terms? <ul style="list-style-type: none"> <input type="checkbox"/> Three year terms would allow for a year to learn, a year to work, and a year to recruit/train. <input type="checkbox"/> It would allow for reelection after 3 years, which has been our norm (Rippy, Mconnell, Bailes) <input type="checkbox"/> We could discuss a shorter second term option. <input type="checkbox"/> DSO, Valley, and Crafton working on joint collegiality trainings <ul style="list-style-type: none"> <input type="checkbox"/> Looking at AS CHC SBVC, CS CHC SBVC, Faculty Leads, and Management from DSO and both Colleges <input type="checkbox"/> Chancellor Rodreguiz has committed to 10+1 training for all managers at DSO. <input type="checkbox"/> Vice-Chancellor Hannon has organized bi-monthly meetings with AS presidents, Vice-Chancellors, and Director Of Diversity, Equity and Inclusion to discuss ways that the DSO can better support the Senates. Solutions include: <ul style="list-style-type: none"> <input type="checkbox"/> Checklists <input type="checkbox"/> Handbooks <input type="checkbox"/> Description of Lenses <input type="checkbox"/> Informal Meet and Greet and campus <input type="checkbox"/> More involvement at campus level

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		<input type="checkbox"/> Better inclusion of PD leads <input type="checkbox"/> Student Services reorganization is in the works along with DSO reorganization (That should result in a net savings)
<p>1st meeting of the month.</p> <p>External:</p> <ul style="list-style-type: none"> A. Classified Senate (Palkki) B. CTA Report (McKee) C. API Association (DiPonio) D. Professional Dev Lead (Harris) <p>Leads and Sub-committees:</p> <ul style="list-style-type: none"> A. Chairs (Andrews) B. Honors Steering (Cannon) C. Curriculum (Di Ponio) D. FSEA (de los Reyes) 	<p>Start 4:28 2 Minutes</p>	<p>View Written Reports Here</p>
<p>2nd meeting of the month:</p> <p>External:</p> <ul style="list-style-type: none"> A. Student Senate Report (Trista Beggs) B. Treasurer’s Report (DiPonio) C. LFSAAA (Zepeda) D. BFSAs (Vacant) <p>Leads and Sub-committees:</p> <ul style="list-style-type: none"> A. Educational Technology (Hamlett) B. Library Taskforce (Ivy) C. Review Workgroup (McLaren) D. Guided Pathways (Robles) E. MOPED (Bailes) 		<p>View Written Reports Here</p>

Adjournment - 4:34 pm.

Mission, Vision, & Values

Mission Statement

The Crafton Hills College mission is to change lives. We seek to inspire our students, support our colleagues, and embrace our community through a learning environment that is transformational. Crafton Hills College welcomes everyone and is committed to working with students from diverse backgrounds. The College has an exceptional learning environment built on a tradition of excellence, a talented faculty, a driven student body, a committed staff, with passionate leadership and community support.

Vision Statement

To empower the people who study here, the people who work here, and the people who live in our community through education, engagement and innovation.

Institutional Values

We rely on the following values to support our vision and mission:

Respect: To champion active listening and open dialogue within our community.

Integrity: To uphold honesty in our interactions and academic pursuits and maintain community collaboration.

Diversity & Inclusion: To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.

Innovation: To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.

Leadership: To develop and inspire current and future leaders through professional development, mentorship, education and experience.

Sustainability: To be a leader in our community by reducing environmental impact with practices that meet the needs of the present without compromising the future.