

## 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](#)

[Motions and Rules of Order](#)

[Meeting Norms](#)

## Meeting Information

### Date

May the 4th be with you, 2022

### Time and Location

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

### Next Meeting

May 18, 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 help 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)

	<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	2	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>	<b>Green, Laurie</b>	<b>Macamay, Mariana</b>	<b>Ferrari, Ed</b> (LAM)	<b>Cline, Melissa</b> (SINS)
	Hellerman, Steve	<b>Diponio, Gwen</b>	<b>Grounds, John</b>		<b>Hughes, Rich</b> (SINS)	Gilmore, Heather (SINS)
	<b>Jimenez, Sabrina</b>	<b>Ivy, Krista</b>	<b>McLaren, Meridyth</b>		<b>Pfaler, Diane</b> (Career Ed & Human Dev.)	<b>Hamlett, Cynthia</b>
	<b>McKee, Julie</b>	<b>Jaques, Paul</b>	<b>Serrano, Thomas</b>		Beecho, Alex (SINS)	<b>Mello, Brandi</b> (SINS)
	Olivera, Chris	<b>Juan, Shirley</b>	<b>Williams, Gary</b>		<b>Lopez, Natalie</b> (LAM)	<b>Weiler-Leon, Lindsay</b> (SINS)
		<b>Reichert, Nicholas</b>				
		<b>Robles, Josh</b>				



Guests: Ericka Paddock, Keith Wurtz, Mike Strong, Kay Weiss, Dan Word

## Agenda Items

### Preliminary Business - Duration 8 minutes

Item	Start Time and Duration in Minutes	Content
Call to Order	0	AS President Brandi Bailes called the meeting to order at 3:02pm.
Announcements (3 minutes)	Start 3:01 3 Minutes	<ul style="list-style-type: none"> <li><input type="checkbox"/> Ericka Paddock will keep us updated on Commencement. 340 RSVPs. Will have a jumbotron at the ceremony. Starting at 5 pm. Line up at 4               <ul style="list-style-type: none"> <li><input type="checkbox"/> No FTF student recognition dinner - will be virtual</li> </ul> </li> <li><input type="checkbox"/> Wendy Brill-Wynkoop - President of FACC - introduced the organization and provided a bit of history. Encouraged membership               <ul style="list-style-type: none"> <li><input type="checkbox"/> <a href="https://docs.google.com/document/d/105zTuOclbpOjEwajoqUFAIOAicC8nyLrT9UEdLuWfill/edit?usp=sharing">https://docs.google.com/document/d/105zTuOclbpOjEwajoqUFAIOAicC8nyLrT9UEdLuWfill/edit?usp=sharing</a></li> <li><input type="checkbox"/></li> </ul> </li> <li><input type="checkbox"/> Day of Service 5/7 As a 3 Peaks service event, we will participate in the Redlands Community Day of Service on May 7<sup>th</sup>.               <ul style="list-style-type: none"> <li><input type="checkbox"/> Crafton has been assigned to help with the landscaping at Heritage Park.</li> <li><input type="checkbox"/> We will meet at Heritage Park (<a href="#">1905 Orange Ave., Redlands</a>) at 9:00am-12:00ish on Saturday, May 7<sup>th</sup>.</li> <li><input type="checkbox"/> Wear Crafton gear—green and gold.</li> <li><input type="checkbox"/> <b>Bring sunscreen, gloves, rakes, shovels, clippers, wheelbarrows.</b></li> <li><input type="checkbox"/> Redlands Kiwanis will provide lunch.</li> <li><input type="checkbox"/> Family and friends are welcome.</li> <li><input type="checkbox"/> <a href="#">Don't forget to sign-up!</a></li> </ul> </li> <li><input type="checkbox"/> Commencement is coming up! Keep an eye out for the schedule.</li> </ul>

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		<p><input type="checkbox"/> Complete your flex report through the <a href="#">Vision Resource Center website</a>.</p> <p><b>Happy Birthday!!!</b></p> <ul style="list-style-type: none"> <li>🎉 Krista Ivy</li> <li>🎉 Renee Azenaro</li> <li>🎉 Jeff Schmidt</li> <li>🎉 Ruth Greyraven</li> <li>🎉 Jodi Hanley</li> <li>🎉 Ryan Bartlett</li> </ul> 
<p>Statements from the public 3 per speaker 15 minutes max</p>	<p>0 minutes</p>	
<p>Kudos and Comradery - Highlighting Faculty Work and Open Discussion</p>	<p>Start 3:04 5 Minutes</p>	 <p>Thanks to those who attended the Gala. Lots of funness. MidSummer Night's Dream was awesome! Very well done. Kudos to our Gaypril and AAPI celebrations</p>

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## Main Business - Duration 51 minutes

Item and Presenter	Approximate Start Time and Duration in Minutes	Prep Material	Goals and Notes - Minutes	Actions	10+1, Strategic Directions, and Equity Goals Focus
Approval of Minutes - Bailes	Start 3:09 3 Minutes	<input type="checkbox"/> <a href="#">Minutes April 6th</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>	Moved to next agenda	10+1: 7 SD: 6 EC: 1
Elections - Senators and Executive Board	Start 3:12 3 Minutes	None	<p><b>New Timeline:</b>            Send out request for nominations: <del>4/21</del>            Nominations due: <del>4/26</del>            Ballots (if needed) open: <del>5/5</del>            Ballots (if needed) due: <del>5/10 @ 5 PM</del></p>	Motion: to approve the timeline (Pfahler, Brink, MSC)	10+1: 6 SD: 6 EC: 1

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			<p>Officer Elections (Vice-President of Outreach, Treasurer): <b>5/18 @ AS</b> meeting</p> <p><b>Seats by division:</b>            SINS: 10            Student Services: 5            LAM: 9            Career Ed &amp; Human Dev: 6</p>		
CHC 062 - Introduction to Online Learning	Start 3:15 5 Minutes	<input type="checkbox"/> <a href="#">Course Outline of Record (COR pronounced "core") Updates</a>	<p><i>When reviewing the course outline of record, be sure to check that it sets guidance and standards without limiting the academic freedom of the committee or a department.</i></p> <p>Reviewed the COR for CHC 062            Discussion: add Netiquette, edit discussion type -            Any further suggestions can be sent to Cynthia or Meridyth</p>	Motion: to approve the COR with edits (Brink, Bartlett, MSC)	10+1: 1 & 5 SD: 1 EG: 2
AP 7210 - First Read	Start 3:20 10 Minutes	<input type="checkbox"/> <a href="#">What's an AP?</a> <input type="checkbox"/> <a href="#">Revised AP 7210</a> <input type="checkbox"/> <a href="#">Old AP 7210</a>	<p>Questions and concerns on the changes to AP 7210 which dictates the hiring process and equivalency process and the creation of AP 7210A which will standardize methods for hiring part-time faculty.</p>	<p>Give feedback on both documents by adding comments during the meeting or directly on the document            Or            Motion to not support the changes to AP 7211</p>	10+1: 6 SD: 6 EG: 2

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<p>AP 7210A - Second Read</p>	<p>Start 3:30 10 Minutes</p>	<p><input type="checkbox"/> <a href="#">What's an AP?</a> <input type="checkbox"/> <a href="#">New AP 7210A</a></p>	<p>Confirm feedback from the last meeting. Need to clarify what 'reviewed' means</p> <p>Send it back and ask for a more practical process.</p>	<p>Give feedback by adding comments during the meeting or directly on the document</p>	<p>10+1: 6 SD: 6 EG: 2</p>
<p>The Equivalency Process and CTE Handbook</p>	<p>Start 3:30 10 Minutes</p>	<p><input type="checkbox"/> <a href="#">CTE Toolkit</a> <input type="checkbox"/> <a href="#">Draft of equivalency request form</a> <input type="checkbox"/> <a href="#">Current equivalency form</a> <input type="checkbox"/> <a href="#">AP 7211 process for equivalency</a></p>	<p>Consider changing the current applicant form for equivalency to the draft form.</p> <p>Current issues:</p> <ul style="list-style-type: none"> <li>• Loose definitions for submission requirements</li> <li>• Inconsistent use of SME (Subject Matter Expert i.e. discipline faculty)</li> <li>• Very short timelines for review</li> <li>• Large amounts of equivalency requests</li> <li>• Qualified instructors for CTE not gaining equivalency due to missing classes</li> <li>• Committee doing research work to match classes and degrees</li> <li>• Requires input from SMEs/Committee Members over Summer/Winter/Spring/Fall breaks</li> <li>• AP 7211 does not mention SMEs</li> </ul>	<p>Give feedback by adding comments during the meeting or directly on the documents</p> <p>Bring back to next meeting for further discussion.</p>	<p>10+1: 7 SD: 6 EG: 2</p>



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			<ul style="list-style-type: none"> <li>• AP 7211 calls the joint committee together “as soon as possible”</li> <li>• AP 7211 calls for 3 days to review the material which is limited time to review in detail and receive input from SMEs</li> </ul> <p><a href="#">CTE Toolkit</a></p> <ul style="list-style-type: none"> <li>• Checklist for Equivalency Committees pg. 20</li> <li>• Best Practices for Equivalency Committees pg. 22</li> <li>• Model Equivalency Committees:</li> <li>• Composition and Policies pg. 24</li> <li>• Equivalency Portfolio Model Standards pg. 28</li> <li>• General Education Equivalency Worksheet pg. 30</li> </ul> <p>Concerns and frustrations about the Tool kit.</p>		
Comradery and Team Building on Inservice day	Start 3:40 5 minutes	<input type="checkbox"/> None	<p>Fall in-service only has one day fully face-to-face, our main all-campus day. Everything else is hybrid.</p> <p>Does the body support not having a "Keynote Address" on our face-to-face, main all-campus day</p>	<p>Motion: to not have a "Keynote Address" on our face-to-face, main all-campus day and instead use that time to build up comradery of faculty and staff (Andrews, Pfahler, MSC)</p>	<p>10+1: 8 SD: 2 EG: 4</p>

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			and instead use that time to build up comradery through ice breakers or games?		
A Guided Pathways Approach to Counseling	Start 3:45 10 Minutes	<input type="checkbox"/> None	The counseling department would like to share a new model of student support that is based on Guided Pathways frameworks.	Move to next agenda	10+1: 5 SD: 1 EG: 2*
Did you know?	Start 3:55	<input type="checkbox"/> <a href="#">California Community College Mission</a>	The CCC Mission is stipulated by law (EDUCATION CODE - EDC TITLE 3. 66010.4.) It includes a limitation on course levels we can offer; a requirement to offer remedial, noncredit, and vocational instruction; economic growth and global competitiveness; and requirements to research student learning and retention.	No action required.	10+1: 7 & 8 SD: 8 EG: 2
Discussion on Future Agenda Items or Requests for Updates on Past Agenda items, i.e. <a href="#">Good of the Order</a>	Start 4:00 2 Minutes	New/updates in <b>BOLD</b>	Feedback for AS in general, discussion of items that should be added to a future agenda, or requests for updates on past agenda items  <ul style="list-style-type: none"> <li>- SLO Rotations</li> <li>- <b>Registration and Web Advisor</b></li> <li>- Update deduction form - DiBartolo/McKee</li> <li>- Anti-racism (Bartlett)</li> </ul>	Request agenda items for future meetings or comment on board reports, ASCCC updates, or other 10+1 items. Request updates on past agenda items.	10+1: 6 SD: 6 EG: 2

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			<ul style="list-style-type: none"> <li>- <b>The Saga of College Hour</b></li> <li>- <b><u>Discussion on Attendance</u></b> <ul style="list-style-type: none"> <li>• <b>Testing Center and Make up Exams</b></li> </ul> </li> <li>- Social Media Policy (Bailes)</li> <li>- <b>Discipline Academic Integrity Workgroup completed work</b></li> </ul>		
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### Reports - Duration 24 Minutes

Item	Approximate Start Time and Duration in Minutes	Content
Administration's Report	Start 4:02 3 Minutes	Keith Wurtz reported. Summer enrollments are getting better. Mike Strong reported. Moving forward with user groups for instructional buildings. Will be working on an ADA improvement project at CD Center. Request to keep library faculty involved in discussions about the Library space.
President's Report	Start 4:05 5 Minutes	<ul style="list-style-type: none"> <li>• Curricunet in June               <ul style="list-style-type: none"> <li>◦ <a href="#">User Guide</a></li> </ul> </li> <li>• Fall In-service day               <ul style="list-style-type: none"> <li>◦ What ideas do we want to support?</li> <li>◦ Will the USC training pull faculty away from campus events?</li> </ul> </li> <li>• <a href="#">Approved resolutions</a> <ul style="list-style-type: none"> <li>◦ 17.03 S22 Faculty Participation in the Creation of Course Enrollment Maximums for Community College Departments and Courses                   <ul style="list-style-type: none"> <li>■ Resolved, ... encourage local academic senates to engage in collaboration with their bargaining agents to</li> </ul> </li> </ul> </li> </ul>

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		<p>determine appropriate course enrollment maximums ... including but not limited to the methods of instruction, course modality, objectives and outcomes of the course, and the assessment methods as established on the course outline of record ...</p> <ul style="list-style-type: none"> <li>○ 19.01 S22 Cultural Humility Driving Inclusion, Diversity, Equity, Anti-Racism, and Accessibility (IDEAA) Work</li> </ul> <p>Not approved:</p> <ul style="list-style-type: none"> <li>○ 9.05 S22 Defining Competencies for Associate Degree Requirements             <ul style="list-style-type: none"> <li>■ Resolved, ... revise the requirements in section Title 5 §55063 to include competency statements for reading, written expression, and mathematics rather than associating student demonstration of competence with any specific courses or disciplines.</li> </ul> </li> </ul>
<p><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></p>	<p>Start 4:10 9 Minutes</p>	<p>A. Classified professional week - June 13 - faculty welcome to join. Just finished election - Brandeis president again.</p> <p>B. New president, and CHC VP, Secretary and treasurer. Wages settled.</p> <p>C. Link to join  <a href="https://docs.google.com/forms/d/e/1FAIpQLSfjF5V91JJA8Zlc6uJyEc1S8nL6Hjmt7x1_fdFGJG4O9POQQ/viewform">https://docs.google.com/forms/d/e/1FAIpQLSfjF5V91JJA8Zlc6uJyEc1S8nL6Hjmt7x1_fdFGJG4O9POQQ/viewform</a></p>
<p>2<sup>nd</sup> meeting of the month: (3 mins):  A. Student Senate Report (Alexander)  B. Treasurer's Report (DiBartolo)  C. Professional Development (Harris)</p>	<p>Start 4:10 6 Minutes</p>	
<p><b>1<sup>st</sup> meeting of the month (3 mins):</b></p>	<p>Start 4:19</p>	

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<p><b>A. Chairs (Andrews)</b>  <b>B. Honors Steering (Cannon)</b>  <b>C. Curriculum (Di Ponio)</b></p>	<p>9 Minutes</p>	<p>A. This Friday is the last meeting. Will finish discussion of percentage of units taken at CHC for a degree from CHC. New chairs. Hybrid classroom technology. Course map recommendations. Proctorio. Improved Communication ideas.</p> <p>B. High UCLA acceptance rate for CAP students - Had a good student research conference. This coming Friday - Honors luncheon 28 students have completed all requirements this year. Sashes, stolls and 11 Honors research awards will be presented. Community Service awards will also be given and Scholarships</p> <p>C. Transitioning to CurricQnet over summer. Need to get more faculty who fully understand our curriculum system. Falling too heavily on the shoulders of a few faculty.</p>
<p>2<sup>nd</sup> meeting of the month: (3 mins)  A. Educational Technology (Hamlett)  B. Library Taskforce (Ivy)  C. Review Workgroup (McLaren)</p>	<p>Start 4:16  9 Minutes</p>	

Adjournment. 4:32 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.

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

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

o *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.