

## 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 18th, 2022

### Time and Location

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

### Next Meeting

Aug 17, 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.*

# Crafton Hills College | Academic Senate Agenda

## 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	1	2
	Andrews, Breanna	Bailes, Brandi	Brink, TL	Grabow, Jimmy	Anderson, Jonathan (LAM)	Cardoza, Shannon (SINS)
	DiBartolo, Cheryl	Bartlett, Ryan	Green, Laurie	Moreno, Mariana	de los Reyes, Chloe (Multilingual)	Cline, Melissa (SINS)
	Hellerman, Steve	Diponio, Gwen	Grounds, John		Ferrari, Ed (LAM)	Gilmore, Heather (SINS)
	Jimenez, Sabrina	Ivy, Krista	McLaren, Meridyth		Hughes, Rich (SINS)	Hamlett, Cynthia
	McKee, Julie	Jaques, Paul	Serrano, Thomas		Pfaler, Diane (Career Ed & Human Dev.)	Mello, Brandi (SINS)
	Olivera, Chris	Juan, Shirley	Williams, Gary		Beecho, Alex (SINS)	Weiler-Leon, Lindsay (SINS)
		Reichert, Nicholas			Lopez, Natalie (LAM)	
		Robles, Josh				

Guests:

[The Brown Act](#)

[Motions and Rules of Order](#)

[Meeting Norms](#)

## Agenda Items

### Preliminary Business - Duration 8 minutes

Item	Start Time and Duration in Minutes	Content
Call to Order	0	
Administration's Report	Start 3:01 3 Minutes	
Announcements (3 minutes)	Start 3:01 3 Minutes	<p><b>Committees:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Brown Act Committees - All Senate Subcommittees returning to in-person in Fall 2022</li> </ul> <p><b>Graduation:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> <a href="#">Commencement Information 2022</a></li> <li><input type="checkbox"/> Complete your flex report through the <a href="#">Vision Resource Center website</a>.</li> <li><input type="checkbox"/> Faculty, Staff, and Administration Post-Commencement Celebration tickets must be purchased by 5/19. <a href="https://www.paypal.com/donate/?hosted_button_id=GOFSVO5RHPPPA">https://www.paypal.com/donate/?hosted_button_id=GOFSVO5RHPPPA</a> <ul style="list-style-type: none"> <li><input type="checkbox"/> The party was adopted by the President's office to relieve the burden on the Senate Budget and Exec Team workload and to try to increase campus-wide involvement.</li> <li><input type="checkbox"/> Any funds we are short will be covered by the foundation any extra funds will support the foundation.</li> </ul> </li> </ul> <p><b>24/7 Library:</b></p> <ul style="list-style-type: none"> <li><input type="checkbox"/> The CHC Library is SUPER excited to announce that we now have 24/7 online research help available to our students.</li> </ul>

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		<p><input type="checkbox"/> To chat with a librarian any time of day, stop by the library website and click on the Ask a Librarian button. I've attached a flyer if you would like to share with your students.</p> <p><b>Distance Education Training</b></p> <p><input type="checkbox"/> If you are interested in becoming certified to teach Distance Education courses for Crafton or would like a quick boost of creativity for your live remote (i.e., Zoom) online courses, please see the summer 2022 options below.</p> <p><input type="checkbox"/> 🏆 For those who are not yet certified to teach DE courses for Crafton and would like to be, we are offering a summer cohort of <a href="#">Introduction to Online Teaching, Learning, and Accessibility</a>, which will run from June 13, 2022 – July 17, 2022 (5 weeks). This cohort is 100% asynchronous online, with no scheduled face-to-face or required live remote (Zoom) meetings (though it is not self-paced). Please click the link above for more information.</p> <p><input type="checkbox"/> 🖥️ We are also offering the ever-popular <a href="#">Introduction to LIVE Online Teaching &amp; Learning</a> for those looking for great ideas and practice in conducting truly effective, participatory, and enjoyable Zoom sessions for their “live remote” classes. This fun 2-week cohort will run from July 18, 2022 – July 31, 2022 and requires 4 live session dates (everything else is mostly asynchronous). Click the link above for the required session dates and more information.</p> <p><input type="checkbox"/> If you'd like to reserve a place on the enrollment list for either of these cohorts, just <b>email <a href="mailto:chamlett@craftonhills.edu">chamlett@craftonhills.edu</a></b>. You can always access this and other information by visiting the <a href="#">CHC Online Teaching portal</a>.</p>
Statements from the public 3 per speaker 15 minutes max	0 minutes	
Kudos and Comradery - Highlighting Faculty Work and Open Discussion	Start 3:09 5 Minutes	We have the results of voting for our Outstanding full-time, part-time, and staff of the year! Thank you all so much for your participation in the nomination and voting

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		<p>process. You can <a href="#">view the presentation</a> for more details on what set these colleagues apart.</p> <ul style="list-style-type: none"> <li>● Full-time Faculty             <ul style="list-style-type: none"> <li>○ Kashaunda Harris</li> <li>○ Gwen DiPonio</li> </ul> </li> <li>● Part-time Faculty             <ul style="list-style-type: none"> <li>○ Alycia Granado</li> </ul> </li> <li>● Classified             <ul style="list-style-type: none"> <li>○ Kelly (Bingham) Newton</li> </ul> </li> </ul>
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## 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"/> <a href="#">Minutes April 20</a> <input type="checkbox"/> <a href="#">Minutes May 4</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>	<p>Motion to approve the minutes or Motion to approve the minutes with changes</p>	10+1: 7 SD: 6 EG: 1

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A Guided Pathways Approach to Counseling	Start 3:15 15 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.	Motion to support the model or Motion to request more information	10+1: 5 SD: 1 EG: 2*
Elections - Senators and Executive Board	Start 3:30 5 Minutes	<input type="checkbox"/> None	<b>Officer Elections</b> <ul style="list-style-type: none"> <li>• Thank you to Julie McKee and Cheryl DiBartolo for your amazing service to CHC faculty, especially during the pandemic crisis.</li> <li>• Vice-President of Outreach - 2 minutes</li> <li>• Treasurer - 2 minutes</li> </ul>	Nominations from the floor. Vote on contested seats.	10+1: 6 SD: 6 EG: 1
Granting The Title And Rank Of Professor Emeritus For Elizabeth "Liz" Langenfeld.	Start 3:35 5 Minutes	<input type="checkbox"/> <a href="#">Draft Resolution</a>	"Therefore, be it resolved, that the Crafton Hills College Academic Senate grant Professor Liz Langenfeld the title of Professor Emeritus with all the rights and privileges associated therein."	Motion to wave second reading (needs ¾ majority) or Motion to approve first reading	10+1: 7 SD: 8 EG: 2
The Equivalency Process and CTE Handbook alternative	Start 3:40 10 Minutes	<input type="checkbox"/> <a href="#">AP 7211 process for equivalency</a>	<p>The last meeting of AS discussed the toolkit and various issues with the equivalency process. CTE would like the support of the body to use a temporary alternative process while CTE equivalency and the toolkit are evaluated.</p> <p>Limitations</p>	<p>Motion to support CTE faculty to use the equivalency limitations and process described here during Summer with the support of the body</p> <p>or</p> <p>No motion to support and no new methods to use for Summer hiring</p>	10+1: 7 SD: 6 EG: 2

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			<p>The proposed process is limited to CTE programs that are not offered district-wide and is currently limited to hirings during the summer of 2022.</p> <p>Process</p> <p>HR will send a list of equivalency areas to the Academic Senate President and CTE Liaison who will make recommendations for SMEs within 3 working days. HR will then forward all equivalence to the SMEs with a timeline of no less than 3 working days to submit recommendations. The recommendations will be submitted to HR who will forward them to the Academic Senate President and CTE Liaison for verification signatures.</p>		
Student Conduct in the Classroom	Start 3:50 3 Minutes	None	A request for Senate support for training at in-service/flex on student conduct and a recommendation for attendance.	<p>Motion to support the request and forward it to the tri chairs for PD</p> <p>or</p> <p>No motion to support the request</p> <p>or</p> <p>Motion to support the training at a different time</p>	10+1: 5 SD: 3 EG: 2



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<p>Incorporating Senate Feedback in PD</p>	<p>Start 3:53 10 Minutes</p>	<p><input type="checkbox"/> <a href="#">Draft Resolution</a></p>	<p>Does the body support creating a subcommittee of the senate that focuses on faculty PD including new faculty training, mentoring, and in-service/flex days.</p>	<p>Motion to approve first reading or Motion to wave second reading (needs <math>\frac{3}{4}</math> majority) or Motion to table the resolution until Fall or Motion to approve a PD subcommittee of AS without supporting the resolution</p>	<p>10+1: 8 SD:8 EG: 2</p>
<p>Proposed New Committees</p>	<p>Start 4:03 10 Minutes</p>	<p><input type="checkbox"/> None</p>	<p>In an effort to strengthen faculty relationships and the faculty voice for items related to Guided Pathways and Student Equity and Achievement, does the body support creating subcommittees for:</p> <ul style="list-style-type: none"> <li>• SEA</li> <li>• GP</li> </ul>	<p>Motion to approve one or two committees or No motions and no committees created at this time or Motion to table until Fall</p>	<p>10+1: 5 SD: 3 EG: 2</p>
<p>Recommendations for In-service Fall 2022</p>	<p>Start 4:13 15 Minutes</p>	<p><input type="checkbox"/> <a href="#">Senate Recommendations</a></p>	<p>Requests for training at in-service and a recommendation for attendance.</p> <p>Add recommendations to the schedule.</p> <p>Keep in mind that USC training will remove up to 30 faculty from In-service activities on Thursday and Friday. Faculty who sign up for the USC training cannot</p>	<p>Motion to support the request and forward it to the tri chairs for PD or No motion to support the request or Motion to support the training at a different time</p>	<p>10+1: 5 SD: 3 EG: 2</p>

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			leave the USC training to attend or lead any sessions on Thursday and Friday.		
Did you know?	- no meeting time -	<input type="checkbox"/> <a href="#">Local Senates Handbook online version.</a>	<p>The Local Senates Handbook has been compiled by the Academic Senate for California Community Colleges' Relations With Local Senates Committee to be a resource for new and experienced academic senate presidents, providing them with information and context to support them in being effective faculty leaders.</p> <p>To view the full handbook, please download the <a href="#">Local Senates Handbook PDF</a> or read the <a href="#">Local Senates Handbook online version</a>.</p>	No action is required.	10+1: 7 & 8 SD: 8 EC: 2

### Truncated Reports for End of Year Meeting

Item	Start Time and Duration in Minutes	Content
Professional Development Lead	Start 4:28 2 Minutes	
President's Report	Start 4:32 2 Minutes	<input type="checkbox"/> AP 7210 and AP 7210a - Updates

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		<ul style="list-style-type: none"><li><input type="checkbox"/> The Policies and Procedures Advisory Committee moved to approve AP 7210 with the changes from both Senates. The perfected AP will be sent to both Senate Presidents to confirm the changes are incorporated before going to the June Board for a first read.</li><li><input type="checkbox"/> <a href="#">What's an AP?</a></li><li><input type="checkbox"/> <a href="#">Revised AP 7210</a></li><li><input type="checkbox"/> <a href="#">Old AP 7210</a></li><li><input type="checkbox"/> <a href="#">New AP 7210A</a></li><li><input type="checkbox"/> <a href="#">PPAC</a></li></ul>
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Adjournment - 4:34 pm.

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## *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:

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- *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.