

Crafton Hills College Faculty Chairs Council Unapproved minutes October 6, 2017

Date: October 6, 2017
Place: EAST 104 9:00AM

Next Meeting: October 20, 2017
Place: EAST 104 9:00AM

Chairs Council Charge:

Chairs Council is authorized by the Academic Senate to develop, participate in and recommend processes including, but not limited to, Chairs' training, flex calendar, scheduling and facilities use, dual enrollment and syllabi recommendations. The committee makes recommendations for the prioritization of faculty hires, enrollment strategies and reviews program viability documents and disseminates campus information to departmental faculty. As with all Academic Senate Committees, send agenda, documents, and minutes to the AS Historian to be posted for public access. Voting Members: Faculty Chairs, (1 vote per department) Non-voting Members: Vice President of Instruction and Instructional Deans.

Members:

Breanna Andrews/Rick Hogrefe
Jonathan Anderson/**Ryan Bartlett**
Jodi Hanley/**Sherri Wilson**
Debbie Bogh/**Ernesto Rivera**
Julie McKee/**Jeff Cervantes**
Michael Sheahan/Danny Rojas
Catherine Hendrickson
Colleen Hinds

Meridyth McLaren
Snezana Petrovic
Dan Sullivan
Sam Truong
Margaret Yau

Others Present:

Mike Strong
Kathy Bakhit
Robert Brown
Mark Snowwhite
Dan Word
Mark McConnell
Miriam Saadeh
Elizabeth Lopez

AGENDA ITEM	PERSON	DISCUSSION ITEM	FURTHER ACTION
Call to order: 9:08am	Wilson		
Approval of September 29, 2017 minutes	Wilson	<p>Truong- Sciences need to cross the recommended block hours. (Science and CTE)</p> <p>Motion: Motion to approve the minutes with changes made by Sam Truong (above) moved by Debbie Bogh. Seconded by Ryan Bartlett.</p> <p><u>AYES:</u> Breanna Andrews, Jonathan Anderson, Ryan Bartlett, Jodi Hanley, Sherri Wilson, Debbie Bogh, Ernesto Rivera, Jeff Cervantes, Catherine Hendrickson, Colleen Hinds, Meridyth McLaren, Sam Truong, Margaret Yau <u>NOES:</u> none <u>ABSENT:</u> Rick Hogrefe, Julie McKee, Michael Sheahan, Danny Rojas, Snezana Petrovic, Dan Sullivan</p> <p>Minutes from 2/17/2017 were passed.</p>	
Old business:	Wilson		
Scheduling blocks and patterns	Meridyth	<p>Motion from Academic Senate was to "decouple" College Hour. Evening courses not discussed at Academic Senate.</p>	

		<p>Terminology: What does Title V list and need clear definitions of programs.</p> <p>Can process not be as convoluted?</p> <p>What is the impact on the departments? (eg: Counseling or Instruction). Should be addressed on the document.</p> <p>Should we eliminate the step of a committee from the initiation process but included in the discontinuation process?</p> <p>Clarification of representation (eg: Faculty member to be broadened to "affected program lead")</p> <p>Who would be conducting interviews?</p> <p>Timeline needed from proposal to conclusion.</p> <p>Budget to be in the review process.</p> <p>(Corrections by chairs given to Sherri Wilson as hard copy of stated changes during meeting.)</p>	
Guided Pathways Assessment	Snowwhite	<p>State has funded guided pathways. Need clear picture of current status and future proposal. Need more input from faculty: implementing clear points of guided pathways. Going beyond classroom to broader areas? How much do we integrate what we are doing? Service learning, fieldtrip, anything going beyond campus and integrate content.</p> <p>Needs to be brought up to CTE.</p> <p>Send any information ASAP to the Deans and to VPI by October 13, 2017</p>	
Late start classes	Wilson	<p>Suggestions: Offering patterns.</p> <p>Late start classes for Fall 2018. Can we build around 14 week, before "Sticky Friday" –Nov 3rd (Trial run) Deadline to counseling October 13th.</p> <p>Can get fill numbers from Keith or from the Deans on Late start classes.</p>	<p>Chairs to send Debbie, Ernesto and appropriate Deans their list of course proposals. (16, 14, 9 week courses) of late start classes Counseling to review and bring back to information on October 20th</p>
Reports:			
Summer Scheduling Details	Miriam	Miriam creating drafts, request for spreadsheets' from Chairs.	

		<p>Need spreadsheet for summer by October 27, 2017.</p> <p>Dates for Summer Courses: June 4 – August 8.</p> <p>All courses must end on August 8. Don't cross the usual summer scheduling time blocks (see summer of 2016)</p> <p>Debbie - Online offerings are great but offer more face-to-face classes as well.</p>	
<p>Statements from the public: This segment of the meeting is reserved for persons desiring to address the CHC Chairs Council on any matter of concern that is not stated on the agenda. A time limit of three (3) minutes per speaker and fifteen (15) minutes per topic shall be observed. The law does not permit any action to be taken, nor extended discussion of any items not on the agenda. The CHC Chairs Council may briefly respond to statements made or questions posed, however, for further information, please contact the CHC Academic Senate President or chairs Council Chairperson for the item of discussion to be placed on a future agenda. (Brown Act §54954.2)</p>		None.	
<p>Announcements:</p>	<p>Debbie</p> <p>Mark</p> <p>Miriam</p>	<p>Leading From the Middle: This year's focus to be on Guided Pathways; state wide implementation to help community college;, needs participation from faculty and counseling.</p> <p>Course units and minutes chart. Calculating class hours, student contact hours sheet handed to all.</p> <p>State Chancellor "math" sheet - How to schedule your courses. There are minute restrictions. Those listed are times that you can use.</p>	<p>Send Mark e-mail to remind him to send electronic version to all chairs. (Done October 6, 2017)</p>
<p>Future agenda items:</p> <p>--Faculty Chairs Training --Revising Faculty Chairs Handbook</p>			
<p>Adjournment: 10:29am</p>			
<p>Mission Statement The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	<p>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.</p>	<p>Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>	

