

Crafton Hills College Faculty Chairs Council Agenda

Date: Feb 2, 2018
Place: EAST 104 9:00AM
Next Meeting: March 2, 2018
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	_____ Meridyth McLaren
_____ Jonathan Anderson/Ryan Bartlett	_____ Snezana Petrovic
_____ Jodi Hanley/Sherri Wilson	_____ Dan Sullivan
_____ Debbie Bogh/Ernesto Rivera	_____ Sam Truong
_____ Julie McKee/Jeff Cervantes	_____ Margaret Yau
_____ Michael Sheahan/Danny Rojas	
_____ Catherine Hendrickson	
_____ Colleen Hinds	

Others Present:

_____ Mike Strong
 _____ Kathy Bakhit
 _____ Robert Brown
 _____ William Van Muse
 _____ Dan Word
 _____ Mark McConnell
 _____ Miriam Saadeh
 _____ Others:

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order:	Wilson		
Approval of the minutes Dec 1 2017	Wilson		
Information Items:			
Introduction of new Dean	Bakhit		
Open forum is Thursday, February 15, 1-2 PM in LRC-226	Message from Wurtz		
Section numbering	Wilson		
Start dates for 16, 14 and 9 week classes (14 week Sept 10-Dec 14 Or Sept4-Dec ??)	Bakhit		
Old business:			
Excel sheet to update course offerings	Truong		
timeline for Chairs elections for Fall 18 postponed to a later meeting (information update to come later)			
New business:			
Section caps for online courses (5 minutes)	Petrovic McLaren Cervantez		
Registration ideas discussion (5 minutes)	Hinds		
process of class cancellation and how/who the information to the faculty is delivered.	Petrovic		
former students' needs	Petrovic		
Dual enrollment	Bakhit		

Reports:			
Academic senate (10 minutes)	McLaren/McKee		
CTA	McLaren		
Scheduling updates	Saadeh/Bakhit		
Administrative report 1. NSF grant 2. Positive attendance record keeping Hiring of sub to service copy machines	Bakhit		
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)			
Announcements:			
Future agenda items: --Faculty Chairs Training --Revising Faculty Chairs Handbook			
Adjournment:			
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.	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.	