

Crafton Hills College Faculty Chairs Council Agenda

Date: May 15, 2020
Place: CCR-233 9:00AM-10:50
Next Meeting: August 21, 2020
 9:00AM-10:50

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, reviews program viability documents, faculty chairs handbook, and disseminates campus information to departmental faculty.

As with all Academic Senate Committees, the committee chair (or designee) will send agenda, documents, and minutes to the AS Historian or designee to be posted for public access.

Voting Members: Faculty Chairs (1 vote per department). Non-voting Members: Vice President of Instruction and Instructional Deans. Meeting Days and Times: 1st and 3rd Friday at 9:00am. Term: Two years.

Members:

XX _____ Breanna Andrews/Rick Hogrefe
 XX _____ Jonathan Anderson/Ryan Bartlett
 XX _____ Brandi Bailes/Danielle McCoy
 XX _____ Jeff Cervantes/Julie McKee
 X _____ Danny Rojas/Michael Sheahan
 X _____ Jimmy Grabow/Ernesto Rivera

X _____ Renee Azenaro
 X _____ Laurie Green
 X _____ Kenny George
 X _____ Krista Ivy
 X _____ Colleen Hinds
 _____ Frank Madrid
 X _____ Meridyth McLaren
 X _____ Sam Truong

Others Present:

_____ Kirsten Colvey
 _____ Elizabeth Lopez
 X _____ William Van Muse
 X _____ Delmy Spencer
 _____ Christina Sweeting
 X _____ Kay Weiss
 X _____ Dan Word
 X _____ Keith Wurtz
 _____ Souts Xayaphanthang

Guests: Kevin Horan

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Andrews	9:03am	
Approval of the minutes	Andrews		C. Hinds motioned to approve; Second by B. Bailes Minutes approved
Follow Ups	Andrews	<ul style="list-style-type: none"> - Committee Self Evaluation (Andrews) - Student Tech Needs for your classes sent to Keith <ul style="list-style-type: none"> - Keith shared the Computer Technology standards for Students During Remote Instruction - Krista Ivy asked for a proxy server for students to access research materials from home. This would allow students to sign in with their own credentials and allow access to the library to do their own research - Brandi asked if it can be embedded in Canvas - Cares funding can possibly go towards this - GoReact and Pronto will be extended through December 30 - Please send Keith a list of Low-Tech things that he can send out and market specific sections 	

		<ul style="list-style-type: none"> - DE vs. Remote teaching document (Bailes) - Brandi forwarded the Emergency Remote Instruction document 	
Information, Discussion, and Business			
1. Fall 2020 Instruction	Wurtz	<ul style="list-style-type: none"> - All Lecture courses must be offered 100% remote - Upon approval, lab clinical and activity courses as defined in COR are the only courses that can be offered as hybrid if the learning outcomes cannot be met remotely - Keith shared criteria for offering classes F2F - There will be other opportunities for training and professional development during In-Service - \$300 stipend over summer to support the developing science lab classes remotely - Any classes that are partially meeting F2F must meet the criteria outlined in the F2F Criteria document that Keith shared - Cares funding can be used to support offering classes remotely, please work with your Dean - Keith wants to provide all the resources you need to support remote instruction - Keith will send a request to fill the positions for an emergency rollout team - Krista offered support from library with any course textbook assistance 	
Standing Reports			
2. VPI Report	Wurtz	<p>Nothing to report for VPI Report</p> <p><u>Pass/No pass</u></p> <ul style="list-style-type: none"> -Faculty will get an email to input a grade or a pass/no pass -Student submits application for the grade change, admissions and records automatically sends an email to faculty member, then the faculty member will input the pass/no pass when submitting grades <p>-Pass no pass has always been an available option, but we extended the deadline, students may submit this until the last day of the end of the semester</p> <p><u>Auditing</u></p> <ul style="list-style-type: none"> -Are we still allowing auditing the same we were while F2F? -Delmy to work with Larry to create an electronic form to complete the auditing of course -Request made to create an electronic overlap form 	

		- Delmy will ask Larry and email everyone regarding if students are able to submit the audit ahead of time (before the start of class).	
3. VPSS Report		-City services area is looking at how we are doing virtual student engagement activities for the Fall semester -DSPS open for Summer and Fall as a Faculty resource for accessibility support -New software to provide training to review their courses for accessibility content -DSPS was able to get Distance Education Transition Grant <ul style="list-style-type: none"> Faculty could submit documents to DSPS and can get live captioning to their courses 	
4. Deans Report	Deans	-Nothing to report	
5. Academic Senate Report	Exec. Board	Julie McKee- -would like to have another Academic Senate -Julie asked if any are interested in meeting next week at 3pm -Senate business: Senate needs to elect a new president and request to push the ERI through for first reading and finish it in the fall -Send email to Exec board if you are a senator and want to make it known to request a meeting -If senators are interested in having an Emergency Meeting next week, please email the AS Exec Board and request it. Exec board members: Gary Williams, Mark McConnell, Julie McKee, Meridyth McLaren, and Cheryl DiBartolo	
6. CTA	McLaren	<ul style="list-style-type: none"> Elections completed Meridyth reelected as President Brandi is the new VP Danielle full time rep Brandi's seat is vacant Anything that needs to be negotiated over Summer, CTA is willing to meet Exec board meeting is today (May 15, 2020) at noon 	
Wrap Up			
Future Agenda Items		-- Faculty Chairs Training (first mtg of fall sem.) -- Budget Review (first meeting in February) -- FT hiring prioritization for Fall 2021 (Feb.) -- Review Chairs Manual (first meeting in March) -- Chair of Chairs voting (first meeting in April)	
Announcements		-One book one college selected a book, "Spare Parts" -For next Tenure Group, there are no formal negotiations that have been established for it,	

		they are waiting for the official remote teaching announcements.	
Adjournment		10:07am	
<p style="text-align: center;">Mission Statement</p> <p>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 style="text-align: center;">Vision Statement</p> <p>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 style="text-align: center;">Institutional Values</p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of everyone.</p>	