

<h1 style="margin: 0;">Crafton Hills College</h1> <h2 style="margin: 0;">Faculty Chairs Council</h2> <h3 style="margin: 0;">Agenda</h3>	<p>Date: April 07, 2023 Place: CCR-233 9:00-11:00AM Next Meeting: April 21, 2023 9:00-11:00AM</p>
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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 encourages collaboration and conversations to promote equity driven and inclusive practices. Chairs make recommendations for the prioritization of faculty hires, enrollment strategies, reviews program viability documents, faculty chairs handbook, and disseminates campus information to departmental faculty.

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.

<p>Members:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none;"> <p>_____ Renee Azenaro/Mark McConnell</p> <p>_____ Jeff Cervantez/Julie McKee</p> <p>_____ Danny Rojas/Michael Sheahan</p> <p>_____ Jonathan Anderson</p> <p>_____ Breanna Andrews</p> <p>_____ Kenny George</p> </td> <td style="width: 50%; border: none;"> <p>_____ Jimmy Grabow</p> <p>_____ John Grounds</p> <p>_____ Colleen Hinds/B. Andrews</p> <p>_____ Danielle McCoy</p> <p>_____ Meridyth McLaren</p> <p>_____ Sam Truong</p> </td> </tr> </table>	<p>_____ Renee Azenaro/Mark McConnell</p> <p>_____ Jeff Cervantez/Julie McKee</p> <p>_____ Danny Rojas/Michael Sheahan</p> <p>_____ Jonathan Anderson</p> <p>_____ Breanna Andrews</p> <p>_____ Kenny George</p>	<p>_____ Jimmy Grabow</p> <p>_____ John Grounds</p> <p>_____ Colleen Hinds/B. Andrews</p> <p>_____ Danielle McCoy</p> <p>_____ Meridyth McLaren</p> <p>_____ Sam Truong</p>	<p>Others Present:</p> <p>_____ Brandi Bailes</p> <p>_____ Elizabeth Lopez</p> <p>_____ Ivan Peña</p> <p>_____ Delmy Spencer</p> <p>_____ Christina Sweeting</p> <p>_____ Kay Weiss</p> <p>_____ Dan Word</p> <p>_____ Keith Wurtz</p>
<p>_____ Renee Azenaro/Mark McConnell</p> <p>_____ Jeff Cervantez/Julie McKee</p> <p>_____ Danny Rojas/Michael Sheahan</p> <p>_____ Jonathan Anderson</p> <p>_____ Breanna Andrews</p> <p>_____ Kenny George</p>	<p>_____ Jimmy Grabow</p> <p>_____ John Grounds</p> <p>_____ Colleen Hinds/B. Andrews</p> <p>_____ Danielle McCoy</p> <p>_____ Meridyth McLaren</p> <p>_____ Sam Truong</p>		

Guests: Leslie Swindell, Ed Ferrari

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Andrews		
Approval of the minutes	Andrews		
Follow Ups	Andrews	<ul style="list-style-type: none"> - Confirmation of “Scheduling Guiding Principles” (SEM document) - Updated Summer Schedules (starting 2024) 	Add both docs to Chairs Handbook

Information, Discussion, and Business

1. Marketing and Social Media	Swindell		
2. ZTC updates – back from Senate	Ferrari	Possible proposed language (MiraCosta College): “The college strives to ensure that the ZTC and LTC designations are accurate; however, under some circumstances, faculty may have to adjust selection of instructional materials and this can affect course material costs. It may also be necessary to change instructors. Replacement faculty have academic freedom to choose instructional materials regardless of costs and are not obligated to use free course materials selected by an instructor previously assigned to the class.”	Add to Chairs Handbook when language is approved through Senate.
3. Review Diversity, Equity, and Inclusion Addition to Chairs Handbook	Bailes	Faculty chairs should take a leadership role in promoting diversity, equity, and inclusion (DEI) within their academic departments and have a unique opportunity to drive change and create a more inclusive academic environment. By taking an active role in promoting DEI within their departments, they can help ensure that all faculty members feel valued, supported, and empowered to succeed. This active role includes the following:	Add to Chairs Handbook when language is approved through Senate.

		<ul style="list-style-type: none"> • Setting the tone: Faculty chairs should lead by example by modeling the behavior they expect from their colleagues. They should demonstrate a commitment to DEI in their actions, decisions, instructional methods, and interactions with students and colleagues. • Fostering an inclusive environment: Faculty chairs can create a welcoming and inclusive environment by encouraging open communication, actively listening to and valuing diverse perspectives, and promoting opportunities for all faculty members to participate in decision-making processes. • Promoting diverse hiring: Faculty chairs can advocate for diverse hiring practices by actively seeking out diverse candidates for part-time positions and supporting the recruitment and retention of underrepresented faculty. • Provide DEI training: Faculty chairs can promote DEI training and professional development opportunities for faculty members. This includes DEI training within the campus and in the broader educational community. Faculty chairs can regularly share these opportunities with their departments, being sure to emphasize any training they are attending for example modeling. • Fostering a culture of accountability: Faculty chairs can set expectations for DEI goals and hold themselves and their colleagues accountable for achieving them. They can also track progress and share results with their department to demonstrate their commitment to DEI. 	
4. Verification of Room Priorities and Amenities (pg 38 in new Chairs Handbook)	Andrews/Wurtz		Update Chairs Handbook
5. Future Planning: Adding (pending) Sections to Spring 2024 Schedule	Wurtz		Chairs send Miriam spreadsheets by _____
6. Chair of Chairs Nominations and Voting for 2023-2025	Andrews/Wurtz		
Standing Reports			
7. VPI Report	Wurtz		
8. VPSS Report	Spencer		
9. Deans Report	Deans		
10. Academic Senate Report	McLaren		
11. Guided Pathways/CAPs Report	Grabow		
12. CTA Report	McKee		
Wrap Up			
Future Agenda Items		-- Faculty Chairs Training and update course offerings matrix (first mtg of fall sem.)	

		<ul style="list-style-type: none"> -- Review SLO Cloud Comments (first mtg of sem.) -- Start Scheduling (February/September) -- Review Chairs Manual (first meeting in March) -- FT hiring prioritization for following Fall (October) -- Chair of Chairs voting (first meeting in April) -- Sticky-less Friday (April and November) 	
Announcements			
Adjournment			
<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 each individual.</p>	