

# Crafton Hills College Faculty Chairs Council Agenda

**Date:** April 21, 2023  
**Place:** CCR-233 9:00-11:00AM  
**Next Meeting:** May 05, 2023  
 9:00-11:00AM

## 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 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.

## Members:

_____ Renee Azenaro/Mark McConnell	_____ Jimmy Grabow
_____ Jeff Cervantez/Julie McKee	_____ John Grounds
_____ Danny Rojas/Michael Sheahan	_____ Colleen Hinds/B. Andrews
_____ Jonathan Anderson	_____ Danielle McCoy
_____ Breanna Andrews	_____ Meridyth McLaren
_____ Kenny George	_____ Sam Truong

## Others Present:

_____ Brandi Bailes
_____ Elizabeth Lopez
_____ Ivan Peña
_____ Delmy Spencer
_____ Christina Sweeting
_____ Kay Weiss
_____ Dan Word
_____ Keith Wurtz

**Guests:** Anthony White, Leslie Swindell, Chris Olivera

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Andrews		
Approval of the minutes	Andrews		
Follow Ups	Andrews	- Did you send Keith your SP24 scheduling spreadsheets with additional pending classes?	

## Information, Discussion, and Business

1. 2023-2026 Draft Technology Plan	White		
2. Marketing and social media	Swindell		
3. Summary of ACUE Training	Olivera/Andrews		
4. Review and Approve Chairs Handbook	Bailes/Andrews	<ul style="list-style-type: none"> <li>- Newly Organized Table of Contents (cleaned up topics and order of content)</li> <li>- Consistent Formatting (font, spacing, headings, etc.)</li> <li>- Addition of Images throughout</li> <li>- Addition of Diversity, Equity, and Inclusion Opening Statement p. 4</li> <li>- Updated Chairs Duties Checklist p.9</li> </ul>	Breanna will post approved document in SharePoint, send to all Chairs, and email Kristi to post online.
5. Faculty FT Hire Recommendation to the President	Wurtz		
6. Summary of Grievances from CTA	McKee	Top 5 categories: 1. Workload/ Seniority: Part Time and Full Time 2. Safety Issues: SBVC Tech Division 3. Wages: CHC 4. Workload Calendar: CHC and SBVC Counseling 5. Reimbursement: CHC	

## 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		
<b>Wrap Up</b>			
<b>Future Agenda Items</b>		<ul style="list-style-type: none"> <li>-- Faculty Chairs Handbook/Training and update course offerings matrix (first mtg of fall sem.)</li> <li>-- Review SLO Cloud Comments (first mtg of sem.)</li> <li>-- Start Scheduling/Add pending classes (Feb/Sept)</li> <li>-- Review Chairs Manual (first meeting in March)</li> <li>-- FT hiring prioritization for following Fall (Oct)</li> <li>-- Sticky-less Friday (March and October)</li> </ul>	
<b>Announcements</b>			
<b>Adjournment</b>			
<p style="text-align: center;"><b>Mission Statement</b></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;"><b>Vision Statement</b></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;"><b>Institutional Values</b></p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>	