

Crafton Hills College Faculty Chairs Council Agenda



Date: November 03, 2023
Place: CCR-233 9:00-11:00AM
Next Meeting: Nov. 17, 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:** VPI and Instructional Deans.

Meeting Days and Times: 1st and 3rd Friday at 9:00am. **Term:** Two years.

Members:

Co-Chairs

- _____ Jeff Cervantez/Julie McKee
(social and cultural studies)
- _____ Cheryl DiBartolo/Sabrina Jimenez
(social sciences) *
- _____ Jimmy Grabow/Ernesto Rivera
(counseling)
- _____ Danny Rojas/Michael Sheahan
(allied health)

Solo Chairs

- _____ Jonathan Anderson (English)

- _____ Breanna Andrews (comm & lang)
- _____ Renee Azenaro (visual & media)
- _____ John Grounds (public safety)
- _____ Natalie Lopez (library) *
- _____ Farhad Mansourian (bus.&econ)
- _____ Mark McConnell (perform. arts)
- _____ Danielle McCoy (math)
- _____ Meridyth McLaren (human dev.)
- _____ Chris Olivera (kinesiology) *
- _____ Sandra Ruiz (CIS and CSCI) *
- _____ Sam Truong (phys. & bio sciences)

Others Present:

- _____ Elizabeth Lopez (scheduler)
- _____ Ivan Peña (Dean Student Services)
- _____ Jeff Smith (Dean of SINS)
- _____ Delmy Spencer (VPSS)
- _____ Christina Sweeting (admin assist)
- _____ Kay Weiss (Dean of LAM)
- _____ Dan Word (Dean of Career Dev.)
- _____ Keith Wurtz (VPI)

Guests: Ashley Hayes, Lauren Bond

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Andrews		
Approval of the minutes	Andrews		
Follow Ups	Andrews	- Faculty participation in community organizations	

Information, Discussion, and Business

1. Course Caps: https://docs.google.com/document/d/1yJF0SeZ-hPFgMTCfi7i4Qz1waLj-gJFprdByZRhmgw/edit	McLaren	Goal: Continue developing proposed course caps guidelines based on course type. Reduce the number of categories and assign "best practice" caps for each category.	
2. Reorganization of Chairs Council SharePoint Folders (including link to live DE Verified instructors list)	Andrews	Goal: Increased organization and transparency.	
3. Fall 2024 Schedule Planning with Data (Keith) and Dept. Base Schedules and possibly FA23 (Chairs)	Wurtz	Goal: Use data to plan future schedules.	

Standing Reports

4. VPI Report	Wurtz		
5. VPSS Report	Spencer		
6. Deans Report	Deans		
7. Academic Senate Report	McClaren		
8. Guided Pathways/CAPs Report	Grabow		
9. CTA Report (first Friday)	McKee		

Wrap Up

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