

Crafton Hills College

Faculty Chairs Council

Minutes



Date: November 15, 2024 9:00 am -11:00 am
Place: CCR-233
Next Meeting: December 6, 2024
 9:00 am -11:00 am
 LRC-110

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: Administration

Meeting Days and Times: 1st and 3rd Friday at 9:00am

Term: Two years

Members:

Co-Chairs*

X _____ Lauren Bond/Ashley Hayes (ENGL)

X _____ Jeff Cervantez/Julie McKee (SOC/CULT)

XX _____ Jimmy Grabow/Ernesto Rivera (COUN)

X _____ Paul Jacques/Mark McConnell (PART)

X _____ Danny Rojas/Michael Sheahan (AH)

X _____ Danielle Bell (MATH)

_____ Cheryl DiBartolo (SOCSCI)

X _____ John Grounds (PS)

X _____ Rick Hogrefe (CMLG)

_____ Natalie Lopez (LIBR)

X _____ Farhad Mansourian (BUS/ECON)

X _____ Meridyth McLaren (HDEV)

X _____ Meridyth McLaren (VART)

X _____ Chris Olivera (KINES)

X _____ Sandra Ruiz (CIS/CSCI)

X _____ Sam Truong (SCI)

Others Present:

_____ Willie Blackmon (DEAN SSSD)

X _____ Sara Butler (DEAN LAAS)

X _____ Geoffrey Escher (SCHEDULER)

X _____ Elizabeth Lopez (SCHEDULER)

_____ Ivan Peña (DEAN SES)

X _____ Jeff Smith (DEAN SINS)

_____ Delmy Spencer (DEAN VPSS)

X _____ Christina Sweeting (AA CEHD)

X _____ Amanda Ward (ASSOC DEAN CEHD)

X _____ Dan Word (DEAN CEHD)

X _____ Keith Wurtz (VPI)

Guests:

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Hogrefe		9:01am
Approval of the minutes	Hogrefe		Motion to approve by M. McLaren Second by P. Jacques
Follow Ups	Hogrefe		

Information, Discussion, and Business

1. Fall 2025 Scheduling	Hogrefe	<p>Goal: Review process and timeline for Summer 2025 scheduling.</p> <p>Please provide the following to Liz/Geoff:</p> <ul style="list-style-type: none"> • Number of weeks 8/13/16 weeks • Number of classes • And either start or end of the block <p>13-week classes are for late start only.</p> <p>Sticky Friday to negotiate rooms – on December 6th.</p> <p>Planning to differentiate sections by adding a letter to the section.</p> <p>D – Dual Enrollment</p>	Liz will find out if we can add letters to the section numbers.
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		C – CCAP Y – Hybrid i.e., section 10D	
Standing Reports			
2. VPI Report	Wurtz	<p>Attended ACCJC</p> <p>Discussion on how ACCJC may be impacted by new administration, and we need to focus on how to tell our story with data.</p> <p>We need to make data available to the public and more visible.</p> <p>Common course numbering:</p> <p>History English 152 Economics Art Anatomy Biology Chemistry Math 250/251 Anthro Communication Studies Sociology Child Development</p> <p>Will provide compensation for this task.</p> <p>Online and Hybrid ACCJC sent out a notice to look at the percentage of courses online.</p> <p>Need to submit a Substantiative change form.</p> <p>Currently we are at: 40% sections online 54% students are taking one fully online course</p>	
3. VPSS Report	Spencer	Absent	
4. Deans Reports	Deans	<p>D. Word – nothing to report.</p> <p>A. Ward – nothing to report.</p> <p>S. Butler – One Book One College</p> <p>Speaker on December 2nd from 12-1pm. Light lunch will be provided. More information will be provided in an email blast to campus.</p> <p>J. Smith – nothing to report</p>	
5. Academic Senate Report	McClaren	Update on Book Saver Senate will go over resolutions. AP/BP review Closed out Facilities Master Plan	

6. Guided Pathways/CAPs Report	Grabow	Nothing to report	
7. CTA Report (First Friday)	McKee	Online meeting for members at 12pm and will vote for bylaws	
Wrap Up			
Future Agenda Items 1. Review SLO Cloud Comments 2. Establishing Measurable ILO/GEO Targets 3. Finalizing Course Caps Discussion		<ul style="list-style-type: none"> • Faculty Chairs Handbook/Training (August) • Update Course Offerings Matrix (August) • Review SLO Cloud Comments (August) • Start Scheduling/Add Pending Classes (September/February) • Review Chairs Manual (March) • FT hiring prioritization for following Fall (October) • Sticky-less Friday (March/October) 	
Announcements		Paul- The Great Gatsby <ul style="list-style-type: none"> • December 6 & 7 at 8pm • December 8 at 2pm Tickets \$10 General, \$5 Student/Senior Sandra- Programming Competition 15 students 5 teams 8am-8pm	
Adjournment		9:53am	
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.