

# Crafton Hills College

## Faculty Chairs Council

### Agenda



**Date:** February 21, 2025 at 9:00 -11:00 am  
**Place:** CCR-233  
**Next Meeting:** March 7, 2025  
 9:00 am -11:00 am

#### 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

\_\_\_\_\_ Lauren Bond/Ashley Hayes (ENGL)  
 \_\_\_\_\_ Breanna Brighton/Rick Hogrefe (CMLG)  
 \_\_\_\_\_ Jeff Cervantez/Julie McKee (SOC/CULT)  
 \_\_\_\_\_ Jimmy Grabow/Ernesto Rivera (COUN)  
 \_\_\_\_\_ Paul Jacques/Mark McConnell (PART)  
 \_\_\_\_\_ Danny Rojas/Michael Sheahan (AH)

##### Solo-Chairs

\_\_\_\_\_ Danielle Bell (MATH)  
 \_\_\_\_\_ Cheryl DiBartolo (SOCSCI)  
 \_\_\_\_\_ John Grounds (PS)  
 \_\_\_\_\_ Natalie Lopez (LIBR)  
 \_\_\_\_\_ Farhad Mansourian (BUS/ECON)  
 \_\_\_\_\_ Meridyth McLaren (HDEV)  
 \_\_\_\_\_ Meridyth McLaren (VART)  
 \_\_\_\_\_ Chris Olivera (KINES)  
 \_\_\_\_\_ Sandra Ruiz (CIS/CSCI)  
 \_\_\_\_\_ Sam Truong (SCI)

#### Others Present:

\_\_\_\_\_ Willie Blackmon (DEAN SSSD)  
 \_\_\_\_\_ Sara Butler (DEAN LAAS)  
 \_\_\_\_\_ Geoffrey Escher (SCHEDULER)  
 \_\_\_\_\_ Elizabeth Lopez (SCHEDULER)  
 \_\_\_\_\_ Ivan Peña (DEAN SES)  
 \_\_\_\_\_ Jeff Smith (DEAN SINS)  
 \_\_\_\_\_ Delmy Spencer (DEAN VPSS)  
 \_\_\_\_\_ Christina Sweeting (AA CEHD)  
 \_\_\_\_\_ Amanda Ward (ASSOC DEAN CEHD)  
 \_\_\_\_\_ Dan Word (DEAN CEHD)  
 \_\_\_\_\_ Keith Wurtz (VPI)

#### Guests:

| AGENDA ITEM             | PERSON  | Recommendation/Discussion/Future Business   | ACTION |
|-------------------------|---------|---|--------|
| Call to order           | Hogrefe |   |        |
| Approval of the minutes | Hogrefe |   |        |
| Follow Ups              | Hogrefe | Please try to come on Feb 28 <sup>th</sup> from 9:45am to 10:30am in CCR 233 this is an opportunity for Department Chairs to provide feedback regarding our current dual enrollment process |        |

#### Information, Discussion, and Business

|                                    |                 |  |  |
|------------------------------------|-----------------|--|--|
| 1. SLO Cloud Comments from 23-24   | Wurtz           | <b>Goal:</b> Review SLO Submissions for proposed actions and suggested resources to aid in student success. Note to include in future PPR. |  |
| 2. Spring 2026 Scheduling Timeline | Wurtz           | <b>Goal:</b> Plan accordingly to prepare for CourseDog training on April 4 <sup>th</sup> and inputting of Spring 2026 schedule.            |  |
| 3. Course Caps                     | Hogrefe/McLaren | <b>Goal:</b> Provide feedback on the Senate proposed Course Caps. Send forward to Keith for final decisions.                               |  |

#### Standing Reports

|                                |         |  |  |
|--------------------------------|---------|--|--|
| 4. VPI Report                  | Wurtz   |  |  |
| 5. VPSS Report                 | Spencer |  |  |
| 6. Deans Reports               | Deans   |  |  |
| 7. Academic Senate Report      | McLaren |  |  |
| 8. Guided Pathways/CAPs Report | Grabow  |  |  |
| 9. CTA Report (First Friday)   | McKee   |  |  |

#### Wrap Up

|   |  |  |  |
|---|--|--|--|
| <b>Future Agenda Items:</b>   |  | <ul style="list-style-type: none"> <li>• Faculty Chairs Handbook/Training (August)</li> <li>• Update Course Offerings Matrix (August)</li> <li>• Review SLO Cloud Comments (August)</li> <li>• Start Scheduling/Add Pending Classes (September/February)</li> <li>• Review Chairs Manual (March)</li> <li>• FT hiring prioritization for following Fall (October)</li> <li>• Sticky-less Friday (March/October)</li> </ul> |  |
| <b>Announcements</b>  |  |  |  |
| <b>Adjournment</b>  |  |  |  |
| <b>Mission Statement</b><br>The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning. |  | <b>Vision Statement</b><br>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.   |  |
|   |  | <b>Institutional Values</b><br>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.  |  |