

Crafton Hills College

Faculty Chairs Council

Agenda



Date: March 07, 2025 at 9:00 -11:00 am
Place: CCR-233
Next Meeting: April 4, 2025
 9:00 am -11:00 am
 CCR-233

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	Brighton		
Approval of the minutes	Brighton		
Follow Ups	Brighton		

Information, Discussion, and Business

1. Hybrid vs. Asynchronous for required on-campus assessments	Wurtz	Goal: Clarify the differences in terms of scheduling between hybrid and asynchronous classes, and the impacts on students.	
2. Review Chairs Manual	Brighton	Goal: Identify topics which need to be added/ deleted/ modified due to our changing times. Review the following sections: <ul style="list-style-type: none"> • Faculty Department Chair Selection Process (p.5) • Department Chair Duties & Suggested Timeline (p.9) • Department "colors" (p.10) • SLO Outcomes (p.13) • Recommendations for Scheduling (p.20) • Room prioritization and amenities (p.40-47) • Preparing for the semester (p.48) • Responsibilities of PT Faculty (p. 49) • Syllabus Recommendations (p. 51-53) • Extra Links and Resources (last page) 	Breanna: Bring back for final review
3. Dual Enrollment "Menu"	Brighton	Goal: Create a draft "menu" of dual enrollment courses, methods of offering, etc. to provide to local HS	
4. Starfish Departmental Auto Flags	Brighton	Goal: Due to past data (and current data has been requested to be pulled), Starfish contributes to	

		<i>student success in different degrees and facets. The goal of this discussion is to see if departments are interested in setting parameters for their classes in terms of Low-Grade and Canvas Inactivity parameters, or possibly Canvas Inactivity Flags for all Online Classes.</i>	
Standing Reports			
5. VPI Report	Wurtz		
6. VPSS Report	Spencer		
7. Deans Reports	Deans		
8. Academic Senate Report	McLaren		
9. Guided Pathways/CAPs Report	Grabow		
10. CTA Report	Bell		
Wrap Up			
Future Agenda Items: <ul style="list-style-type: none"> 2-year base schedule (after CourseDog launch) Regular and effective online engagement 		<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) FT hiring prioritization for following Fall (October) Review Chairs Manual (March) 	
Announcements			
Adjournment			
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.	