

Crafton Hills College

Faculty Chairs Council

Minutes



Date: April 04, 2025 at 9:00 -11:00 am
Place: LIBRARY
Next Meeting: April 18, 2025
 9:00 am -11:00 am in 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	Tabled until next meeting.	
Follow Ups	Brighton	<ul style="list-style-type: none"> Canvas receptacle for syllabi – Continue discussion in chairs about how to implement process for collecting syllabi each semester. Dual Enrollment Menu – Breanna reminded chairs to review. Starfish Departmental Auto Flags – Let Breanna know about activity flags. 	<p>B. Brighton - Add process for collecting syllabi to next meeting agenda.</p> <p>Add dual enrollment menu to next meeting agenda.</p>

Information, Discussion, and Business

1. Course Dog Training	Wurtz/ Lopez/ Escher	<p>Goal: Modernize scheduling processes to be more efficient, and better utilize classrooms.</p> <p>Geoff and Liz trained the department chairs on using the Course Dog scheduling program.</p>	
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Standing Reports

2. VPI Report	Wurtz	No report.	
3. VPSS Report	Spencer	No report.	
4. Deans Reports	Deans	No report.	
5. Academic Senate Report	McLaren	There was a good response to the professor and classified staff nominations for the year. Voting is currently underway.	

		There was a productive discussion about ending Senate meetings earlier and hosting a town hall. We also celebrated those who received tenure and enjoyed cake.	
6. Guided Pathways/CAPs Report	Grabow	No report.	
7. CTA Report	Bell	Tentative raise agreement; chairs' stipend under review	
Wrap Up			
Future Agenda Items:		<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		No announcements.	
Adjournment		10:51AM	
Mission Statement The Crafton Hills College mission is to change lives. We seek to inspire our students, support our colleagues, and embrace our community through a learning environment that is transformational. Crafton Hills College welcomes everyone and is committed to working with students from diverse backgrounds. The College has an exceptional learning environment built on a tradition of excellence, a talented faculty, a driven student body, a committed staff, with passionate leadership and community support.	Vision Statement To empower the people who study here, the people who work here, and the people who live in our community through education, engagement, and innovation.	Institutional Values We rely on the following values to support our vision and mission: <ul style="list-style-type: none"> ○ Respect: To champion active listening and open dialogue within our community. ○ Integrity: To uphold honesty in our interactions and academic pursuits and maintain community collaboration. ○ Diversity & Inclusion: To promote a welcoming environment through equitable and antiracist practices in all aspects of our work. ○ Innovation: To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas. ○ Leadership: To develop and inspire current and future leaders through professional development, mentorship, education, and experience. Sustainability: To be a leader in our community by reducing environmental impact with practices that meet the needs of the present without compromising the future.	