

Crafton Hills College Faculty Chairs Council Agenda



Date: March 06, 2026 at 9:00 -11:00 am
Place: CCR-233
Next Meeting: April 03, 2026
 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:	<i>Solo-Chairs</i>	Others Present:
<i>Co-Chairs</i>		
_____ Lauren Bond/Ashley Hayes (ENGL)	_____ Danielle Bell (MATH)	_____ Willie Blackmon (DEAN SSSD)
_____ Breanna Brighton/Rick Hogrefe (CMLG)	_____ Cheryl DiBartolo (SOCSCI)	_____ Sara Butler (DEAN LAAS)
_____ Jeff Cervantez/Julie McKee (SOC/CULT)	_____ John Grounds (PS)	_____ Geoffrey Escher (SCHEDULER)
_____ Jimmy Grabow/Ernesto Rivera (COUN)	_____ Natalie Lopez (LIBR)	_____ Elizabeth Lopez (SCHEDULER)
_____ Danny Rojas/Michael Sheahan (AH)	_____ Farhad Mansourian (BUS/ECON)	_____ Toni Parsons (ASSOC DEAN IS)
	_____ Mark McConnell (PART)	_____ Ivan Peña (DEAN SES)
	_____ Meridyth McLaren (HDEV)	_____ Jeff Smith (DEAN SINS)
	_____ Rick Hogrefe (VART)	_____ Delmy Spencer (DEAN VPSS)
	_____ Chris Olivera (KINES)	_____ Christina Sweeting (AA CEHD)
	_____ Sandra Ruiz (CIS/CSCI)	_____ Amanda Ward (ASSOC DEAN PS)
	_____ Sam Truong (SCI)	_____ Dan Word (DEAN CEHD)
		_____ Keith Wurtz (VPI)

Guests: Judy Cannon, Cynthia Hamlet

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Brighton		
Approval of the minutes	Brighton		
Follow Ups	Brighton	• Submit book orders for fall by March 15 th .	

Information, Discussion, and Business

1. Addition of Honors classes and Chairs’ roles	Cannon	<i>Goal: encourage communication between Chairs and Honors Coordinator when a new Honors class is added, when a new person is assigned to teach an Honors class, or when the person teaching an Honors class changes.</i>	
2. Improving the faculty-facing “Academic Integrity” tips list by discipline	Hamlet	<i>Goal: Provide discipline-specific guidance, examples, and strategies to support academic integrity.</i>	
3. Applying the Course Matrix to guide scheduling	Wurtz	<i>Goal: Utilize the approved Course Matrix as a decision-making framework to guide scheduling practices, ensuring consistency, balanced offerings, and alignment with student pathways and enrollment data.</i>	
4. Review Faculty Department Chairs Manual	Brighton	<i>Goal: Review the Faculty Department Chairs Manual to identify areas needing clarification or updates and ensure alignment with current practices, institutional priorities, and accreditation standards.</i>	

Standing Reports

5. VPI Report	Wurtz		
6. VPSS Report	Spencer		
7. Deans Reports	Deans		
8. Academic Senate Report	Lopez		

9. Dual Enrollment Update	Bond		
10. Guided Pathways/CAPs Report	Grabow		
11. CTA Report	Bell		

Wrap Up

Future Agenda Items:	<ul style="list-style-type: none"> • Faculty Chairs Handbook/Training (August) • Update Course Offerings Matrix (August) • Review Part-time seniority list policy (August) • Review SLO Cloud Comments (August) • Start Scheduling next year's classes (September/February) • CourseDog Schedule Building (September/March) • Submit Book Orders (October / March) • FT hiring prioritization for following Fall (October) • Review Chairs Manual (March)
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Announcements

Adjournment

<p style="text-align: center;">Mission Statement</p> <p>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.</p>	<p style="text-align: center;">Vision Statement</p> <p>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.</p>	<p style="text-align: center;">Institutional Values</p> <p>We rely on the following values to support our vision and mission:</p> <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.
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