Crafton Hills College Faculty Chairs Council Agenda

Meeting Details

Date: October 16, 2026
Time: 9:00 a.m. - 11:00 a.m.
Location: CCR 233

Members (Attendance)

Attendance	Member	Department Representation
X	Danny Rojas/Michael Sheahan	Allied Health
X	Kenny George/Farhad Mansourian	Business and Economics
X	Rick Hogrefe	Communication and Language
X	Sandra Ruiz	Computer Information Sciences
	Jimmy Grabow/Ernesto Rivera	Counseling
X	Lauren Bond	English and Reading
	John Grounds	Fire and Public Safety
	Meridyth McLaren	Human Development
X	Chris Olivera	Kinesiology
	Natalie Lopez	Library
	Danielle Bell	Math
X	Allie Montero	Nursing Services
X	Mark McConnell	Performing Arts
X	Sam Truong	Physical and Biological Sciences
X	Jeff Cervantez/Julie McKee	Social and Cultural Sciences
X	Cheryl DiBartolo	Social Sciences
X	Rick Hogrefe	Visual and Media Arts
	Member	**Administrative Role**
	Christina Sweeting	Administrative Assistant
	Toni Parsons	Associate Dean, Instructional Support
X	Amanda Ward	Associate Dean, Public Safety and Services
	Dan Word	Dean, CEHD
X	Breanna Brighton	Dean, LAAS
X	LeTesha Hagler	Dean, SES
X	Jeff Smith	Dean, SINS
	Willie Blackmon	Dean, SSSD
X	Geoffrey Escher	Scheduler
	Elizabeth Lopez	Scheduler
X	Keith Wurtz	VPI
	Delmy Spencer	VPSS
	Guests	**Department or Role**
X	Andy Chang	TESS
X	Kevin Horan	President

Preliminary Business

Agenda Item	Notes	Proposed action / next steps
Call to Order	9:04am	
Approval of Minutes	October 2, 2026 Meeting	Motion to approve: J. Cervantez Second: C. Olivera Outcome: Minutes approved.
Follow Ups	N/A	

New and Ongoing Business

Item, Presenter, Time	Notes	Proposed action / next steps
1. Campus Central Chang	- Andy Chang reviewed Campus Central and went through some of the new features. - Will be implementing in Spring of 27.	Andy is going to send Keith a video with instructions.
2. Athletics Strategic Growth Plan Wurtz	- Crafton recently added Cross County, and we are #2 in the State. - Crafton is looking to expand opportunities for student engagement. - Measure M will fund a soccer field, also add men's and women's soccer. - If Measure Y passes, we will be able to replace our Gymnasium and possibly add other sports.	
3. Spring 2027 Book Orders Hogrefe	- Book orders for spring 27 are due by Oct. 23rd. - Any issues with bookstore/ book orders reach out to Jessica Esquivel.	Keith is going to send out an OER reminder email.
4. Credit for Prior Learning Catalog Updates Hogrefe	- The catalog for CPL needs to be updated.	
5. GEO/ILO Mapping Hogrefe	- Rick mentioned possibly bringing 1 course at a time to Chairs. - Possibly reaching out to Gio to help with the course mapping process.	

Standing Reports

Report	Notes	Proposed action / next steps
VPI Report	Nothing to Report	
VPSS Report	Absent	

Report	Notes	Proposed action / next steps
Deans Reports	T.Hagler - Happy Friday B. Brighton - 4 upcoming events for One Book One College, emails and flyers went out. - Short documentary viewing Nov. 4 in the Road Runner Café. - Writing assignment competition is now open and Brianna will send it out to EMS, English and Ethnic Studies and if Faculty want to advertise to students it's not going to close until March 5th. - Lauren is leading book discussions coming up in Jan., Feb. and March. A.Ward - Nothing to report.	
Academic Senate Report	- By Laws were revised - Congratulations to Kaite Crahn who is our new ASCCC OERI Liaison for 26-27 - Upcoming ASCCC events - Reach out to Natalie is student are interested in joining the Library Club.	
Dual Enrollment Report	N/A	
CTA Report	N/A	
Faculty Chairs	What is going on in your department? - Nothing to Report.	

Concluding Business

Agenda Item	Notes	Proposed action / next steps
Announcements	**Update from Kevin regarding email on Office Window Covering** - All office window door coverings need to come down for insurance purposes. - We have 30 days to comply with the insurance company's request. - Anything that the college provided does not have to come down. - More conversations to come within the district.	Kevin is going to send out a follow up email on the office window coverings.
Adjournment	9:50am	

Agenda Item	Notes	Proposed action / next steps
Future Agenda Items	• Faculty Chairs Handbook/Training (August) √ • Review SLO Cloud Comments (August) √ • Update Course Offerings Matrix (September) • Review Part-time seniority list policy (September) √ • Start Schedule Planning for next year's classes (Sept/Feb) • CourseDog Schedule Building (September/March) • Submit Book Orders (October / March) • FT hiring prioritization for following Fall (October) √ • Review Chairs Manual (March)	

College Mission, Vision, and Values

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

- **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.

Crafton Hills College Strategic Directions

1. Increase Student Enrollment
2. Engage in Practices that Prioritize and Promote Inclusivity, Equity, Anti-Racism, and Human Sustainability
3. Increase Student Success and Equity
4. Develop a Campus Culture that Engages Students, Employees, and the Broader Community
5. Foster and Support Inquiry, Accountability, and Campus Sustainability

Student Equity Goals

1. Increase the percentage of African American/Black students who apply and enroll at CHC in the same year.
2. Increase the percentage of African American/Black students persisting from fall to spring.
3. Increase the percentage of Hispanic/Latinx students completing transfer level Math and English.
4. Increase the percentage of African American/Black students' degree or certificate attainment.
5. Increase the percentage of Hispanic/Latinx students transferring to a four-year institution.

Chairs Council Committee 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.

Chairs Council Committee Membership

- Faculty Department Chairs (one vote per department)
- Administrators (VPI, Deans, and Associate Deans)
- Schedulers
- Administrative Assistant

Chairs Council Committee Norms (2025-2026)

- We will start and end meetings on time;
- We will follow agenda;
- We will read materials, minutes, etc. and be prepared to discuss at meetings;
- We will listen to our colleagues without interruption and will show mutual respect;
- We strive for unanimity of decisions and operate on consensus to seek agreements and/or compromises so all can "live with" the decision;
- We will make decisions based on clear information;
- We will bring closure to decisions;
- We will support committee recommendations;
- We will accept the fact that there will be differing in opinion;
- We will use the best interest of our stakeholders (especially faculty and students) as the basis for our decision making;
- We will honor brainstorming without being attached to our viewpoint;
- We will give the opportunity for all members to contribute;
- We will be free to speak our minds without fear of reprisal;
- We will be transparent with our colleagues and our positions on issues;
- We will identify pending issues, agreements, and action steps at the end of the meetings;
- We will stay focused on topics under our scope of action;
- We will take recommendations from Academic Senate and report back;
- We will follow the Brown Act;
- We will follow through with deadlines.