Crafton Hills College Faculty Chairs Council Agenda

Meeting Details

Date: November 6, 2026
Time: 9:00 a.m. - 11:00 a.m.
Location: CCR 233

Members (Attendance)

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

Preliminary Business

Agenda Item	Notes	Proposed action / next steps
Call to Order		
Approval of Minutes	October 16, 2026 Meeting	
Follow Ups		

New and Ongoing Business

Item, Presenter, Time	Notes	Proposed action / next steps
1. Materials Cost Categorization Changes Wurtz		
2. CIO Conference Updates Wurtz		
3. SLO Cloud Prompt Revisions Hogrefe	Required. Reflect and comment on the successes and challenges in this class. Did you… • Try new strategies? • Add content? • See notable improvement in class performance? • Identify any learning gaps? In future will you… • Try new strategies? • Make recommendations for content, assessment, or SLO modification?	

Standing Reports

Report	Notes	Proposed action / next steps
VPI Report		
VPSS Report		
Deans Reports		
Academic Senate Report		
Dual Enrollment Report		
CTA Report		
Faculty Chairs	What is going on in your department?	

Concluding Business

Agenda Item	Notes	Proposed action / next steps
Announcements		
Adjournment		

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.