

# Crafton Hills College

## Faculty Chairs Council

### Minutes

**Date:** March 7, 2014  
**Place:** CHS 237 9:00 AM

**Next Meeting:**  
 April 4, 2014  
 CHS 237 9:00 AM

**Members: Present (bold)**

**Denise Allen**  
**Breanna Andrews**  
**Ryan Bartlett**  
**Kelly Boebinger**  
**Brad Franklin**  
**Jodi Hanley**  
**JoAnn Jones**

**Gary Reese**  
 Janine Ledoux  
 Robert McAtee  
**Mark McConnell**  
**Julie McKee**  
**Ralph Rabago**  
 Jeff Schmidt (in Spain)  
**Sherri Wilson**

Others present:

**Bryan Reece**  
**Donna Hoffmann**  
**Kristi Simonson**  
**San Truong**

**Start Time:** 9:05AM

TOPIC	DISCUSSION	FURTHER ACTION
Minutes from the February 7, 2014 approved.	MSC Boebinger/Franklin	
<b>Website Development Presentation</b> Donna Hoffmann, Kristi Simonson	Department forms: student clubs, faculty information, career information and any other information in order to beef up and update department websites.  Would like website development done either at the beginning of fall or by the end of the fall of 2014. Possible pictures of FT and PT on website.	Add degree Check Sheet? Donna will send link via e-mail to department chairs for editing by the department. Chairs are to send the link to each department for further evaluation, clarification and updating of any information.
<b>Chair Elections/New Chair Room</b> (Handouts) Process, procedure and dates	Chairs voted on new place and time for Fall 2014. Chairs will meet in LADM220 in the Fall of 2014 and the time will be 8:30am - 10:00am. Meetings are staying on the first and third Friday.  Memorandum to be updated for department chair elections. Need to make it an electronic form so as to e-mail it to all FT faculty instead of envelopes.	Chairs requested from Bryan to know stipend amount a head of time. Stipend should be put on the sheet for Chair nominations.  Bring updated nomination of chairs outline to Chairs Council at next meeting for approval.
<b>Prioritization of FT faculty task 1:</b> Look at prioritization from Spring 2013.	Hired number 1 and 2 from prioritization list last year. Division deans should meet with the department chairs and the chairs can bring up their priorities to the next meeting.  Retirements/replacements should be separated from new positions.	Revisiting after division roll-ups. Needs to be done every fall, not spring.

<b>Sticky Friday Debrief</b>	<p>Class caps.          Adding more Friday and Saturday classes in order to grow. Hybrids?          English and math gave up putting in any leftover classes as there were no classrooms left to put them in.          R25 to be implemented in spring of next year (SP2015).          Sticky Friday is antiquated; however, there is great collaboration/bargaining as well as the visual experience of seeing classroom usage.</p>	<p><b>Issues to be addressed:</b>  <b>Workload issue (177 days);</b>  <b>student services;</b>  <b>administrative Friday and Saturday dean;</b>  <b>Need a plan to start Friday and Saturday classes with above issues addressed.</b></p>
<p><b>Prioritization of FT faculty task 2: Discuss how to move up the prioritization deadline so that a "prioritized list" is ready by December of each year:</b> It was agreed on at the Dec. 6<sup>th</sup> meeting to work on this task in Spring 2014.</p>	<p>In progress.          Deeper discussion of priorities #1-8 at next meeting.          Fall: Discuss any other additional numbers (#9-15).</p>	<p><b>Need to bring dates of those who retired but were not replaced.</b></p>
<p><b>Assorted Academic Topics:</b> Bryan Reece</p>	<p>Brain Trust at District Budget Meeting passed motion to move from the 70/30 split to the new "funded based model" for FTE's.</p>	
<p><b>Announcements:</b></p>	<p>None</p>	
<p><b>Future agenda items:</b></p> <p>--Program discontinuation models:          Rebecca Warren-Marlatt</p> <p>--New Program creation sub committee</p>		<p>Review SBVC's policy.          Rebecca Warren-Marlatt will send out a document via email before the scheduled discussion date.</p>
<p><b>Adjournment:</b> 10:33AM</p>		
<p><b>Mission Statement</b>  <b>The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.</b></p>	<p><b>Vision Statement</b>  <b>The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.</b></p>	<p><b>Institutional Values</b>  <b>Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.</b></p>