

## Welcome to the Academic Senate

The Academic Senate is the voice for the faculty on all matters related to curriculum and academic standards. In its simplest form, the Academic Senate is the main source for faculty recommendations on anything related to our students. In technical terms, faculty have purview over any item related to the "The Ten Plus One," a detailed list of 10 items and a general "+1" which are outlined in Title 5 (state law) and shared on the next page of this agenda.

### Purpose

The Academic Senate shall serve as the representation of faculty whenever consultation or interaction for making recommendations in the areas of curriculum and academic standards with the District or the college administration is necessary. Unless it is directly under the authority of the faculty bargaining agent, [SBCCDTA](#). This is in accordance with, [Education Code §70902 \(b\)\(7\)](#) "...the governing board of each community college district shall... ensure the right of academic senates to assume primary responsibility for making recommendations in the areas of curriculum and academic standards."

The local Academic Senate relies on the State-Wide Senate, [ASCCC \("A. S. triple C"\)](#), for recommendations and state-wide representation.

### Primary Recommending Body

Academic Senate recommendations take precedence. California State Law, Title 5, gives the senate its powers. Please read the law in full here: [Title 5 § 53203 - Powers](#)

"[O]nly in exceptional circumstances and for compelling reasons will the recommendations [of the academic senate] not be accepted. If a recommendation is not accepted, the governing board or its designee, upon request of the academic senate, shall promptly communicate its reasons in writing to the academic senate."

[The Brown Act](#)

[Motions and Rules of Order](#)

[Meeting Norms](#)

## Meeting Information

### Date

Sept 21, 2022

### Time and Location

3 PM - 4:30 PM - LRC 226

### Next Meeting

Oct 5th, 2022

### Meeting Outline

- Announcements
- Kudus
- Public Comment
- Main Business
- Future Business and Updates
- Reports

### APs and BPs

Please see the [Academic Senate pages](#) of the Crafton Hills College website for explanations of [Administrative Procedures and Board Policies](#), commonly called "APs and BPs".

## Direction of Work

Faculty guide the work of implementing, when deemed pedagogically appropriate by faculty, Strategic Directions and Student Equity Goals in areas related to academics and curriculum. The Ten Plus One helps us ensure that faculty are the main source of recommendation for anything related to student support, instruction, and preparation. In short, the Ten Plus One lists everything for which faculty are responsible; the Strategic Directions and Student Equity Goals help organize our work based on the needs of the students.

### The 10 + 1

#### Strategic Directions

1. Promote Student Success
2. Build Campus Community
3. Develop Teaching + Learning Practices
4. Expand Access
5. Enhance Value to the Surrounding Community
6. Promote Effective Decision Making
7. Develop Programs + Services
8. Support Employee Growth
9. Optimize Resources

1. Curriculum, including establishing prerequisites.
2. Degree and certificate requirements.
3. Grading policies.
4. Educational program development.
5. Standards or policies regarding student preparation and success.
6. College governance structures, as related to faculty roles.
7. Faculty roles and involvement in accreditation processes.
8. Policies for faculty professional development activities.
9. Processes for program review.
10. Processes for institutional planning and budget development.
11. +1: Other academic and professional matters as mutually agreed upon.

#### Student Equity Goals

1. Create a research agenda to analyze and understand disproportionate impact.
2. Promote high engagement teaching, service, and support throughout the college
3. Create clear pathways to promote completion and success.
4. Create cohorts and student communities to promote learning and success.

*To ensure faculty guide the work of Academic Senate, comments and questions will be addressed in the following order **1) Senators** **2) Non-senator faculty.***

*Administration may be called upon to offer further context.*

# Crafton Hills College | Academic Senate Agenda

## Members

(Roll Call by Zoom Participant List)

	<b>SINS</b>	<b>LAM</b>	<b>Career Ed &amp; Human Dev.</b>	<b>Student Services</b>	<b>Senators at Large</b>	<b>Part-Time Senators</b>
Total Seats	10	9	6	5	9	8
Available Seats	4	2	0	3	2	5
	Andrews, Breanna	<b>Bailes, Brandi</b>	<b>Brink, TL</b>	<b>Grabow, Jimmy</b>	Beecho, Alex (SINS)	Cardoza, Shannon (SINS)
	DiBartolo, Cheryl	<b>Diponio, Gwen</b>	<b>Green, Laurie</b>	<b>Macamay, Mariana</b>	<b>de los Reyes, Chloe (Multilingual)</b>	Gilmore, Heather (SINS)
	<b>Hellerman, Steve</b>	<b>Ivy, Krista</b>	<b>Grounds, John</b>		<b>Ferrari, Ed (LAM)</b>	<b>Weiler-Leon, Lindsay (SINS)</b>
	<b>Jimenez, Sabrina</b>	<b>Jaques, Paul</b>	<b>McLaren, Meridyth</b>		<b>Guevara, Andrew (LAM)</b>	
	McKee, Julie	<b>Juan, Shirley</b>	Serrano, Thomas		Robertson, Jillian (LAM)	
	<b>Olivera, Chris</b>	<b>Reichert, Nicholas</b>	<b>Williams, Gary</b>		<b>Harris, Kashaunda (SS)</b>	
		<b>Robles, Josh</b>			<b>Lopez, Natalie (LAM)</b>	

Guests: Delmy Spencer, Keith Wurtz, Gio Sosa, Cynthia Hamlett, Kevin Horgan, Ivan Peña, Willie Blackman, Ola Sabawi , Student Rep-Trista Beggs

## Agenda Items

### Preliminary Business - Duration 14 minutes

Item	Start Time and Duration in Minutes	Content
Call to Order	0	AS president Brandi Bailes called the meeting to order at 3:02 pm
Administration's Report	Start 3:01 3 Minutes	Kevin encouraged everyone to sign up for the Crafton 5K. Some water polo players were in a car accident.
Announcements (3 minutes)	Start 3:01 3 Minutes	<p><b>PLEASE HELP:</b></p> <p>The survey link below will take you to a feedback form where you can submit your thoughts and opinions on each GE area and commentary on the subjects and number of units being proposed. While the streamlined Pathway will happen, the exact road map is still up for debate. This is where we need your help!</p> <p><b><a href="#">Submit Feedback on Proposing a GE Pattern</a></b> (All feedback is requested by <b>September 30, 2022.</b>)</p> <p>We, the Communication and Language Department would like to draw your attention to survey question #9 which states, "Do you agree with the subjects and number of units included in GE Area 6?" In this proposition, GE Area 6 removes the "languages other than English" requirement for transfer.</p> <p><b>Your feedback will help to inform the pursuit of an updated associate degree general education pattern as well as the composition of an updated pattern.</b></p>

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		<p>Thank you, Gracias, and Arigato, Breanna Andrews and Butch Zein (ASL) Jeff Schmidt and Marina Kozanova (Spanish) Mayumi Ajioka (Japanese)</p> <p>Nick distributed the Tutoring newsletter. They cover 87 subjects! Also have tutoring stickers</p> <p>Theatre Performance Oct 7, 8, and 9! <i>Open</i> by Melissa Harkness.</p> <p>Single-sign-on goes LIVE on Monday. JSTOR and 2 eBook databases still using same login until resolved.</p> <p>? series of conference-like presentations. Register by 9/30. (from Gwen)</p>
<p>Statements from the public 3 per speaker 15 minutes max</p>	<p>3 minutes</p>	<p>Mentone film festival coming up.</p>
<p>Kudos and Comradery - Highlighting Faculty Work and Open Discussion</p>	<p>Start 3:09 5 Minutes</p>	<p>Breanna Andrews and Butch Zein (ASL) Jeff Schmidt and Marina Kozanova (Spanish) Mayumi Ajioka (Japanese) Krista Ivy and Natalie Lopez (Library)</p> <p>For keeping a lookout for changes that might negatively impact their area and finding actionable solutions to remediate damage! This work is a huge part of what our jobs as full-time faculty entails and they are all excellent examples of how to get it done.</p> <p>Thanks to faculty for bringing students to the Transfer Fair.</p>

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## Main Business - Duration 51 minutes

Item and Presenter	Approximate Start Time and Duration in Minutes	Prep Material	Goals and Notes	Examples of Actions	10+1, Strategic Directions, and Equity Goals Focus
Approval of Minutes - Bailes	Start 3:14 1 Minute	<input type="checkbox"/> <a href="#">Minutes Sept 7th</a>	<p>Assess the written record of our meeting to be sure it reflects the discussions and voting in the last meeting. Be sure to double-check your own votes, attendance, discussions, motions, etc.</p> <p>Note: Anyone can <a href="#">add a comment</a> if something needs to be edited. Make sure the attendance record is accurate. Bylaws say senators will be dropped after 3 absences. Check to ensure motions are accurately reflected in minutes.</p>	<b>Motion:</b> to approve the minutes (Green, DiPonio, MSC 2 abstentions - Jacques, Macamay)	10+1: 7 SD: 6 EC: 1
OER/ZTC - Ed Ferrari	Start 3:15 10 Minutes	<input type="checkbox"/> No Material	OER/ZTC update on future funding. 2 more funding phases coming. One now, one in fall. Our goal is to continue to expand the OER offerings at the college. ? Is there money to buy textbook collections? Could be.	Discussion and feedback	10+1: 1 SD: 4 EC: 2
Inclusion of a substandard on "Library and Learning Support	Start 3:25 10 Minutes	<input type="checkbox"/> <a href="#">Draft Resolution from ASCCC</a>	Library Task Force - Supporting Library Prioritization in ACCJC standards.	<b>Motion:</b> to support the Library Task Force in whatever work (edits or	10+1: 5 SD: 1 EC: 2

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<p>Services” in the Accrediting Commission for Community and Junior Colleges’ 2024 Accreditation Standards - Krista Ivy and Natalie Lopez</p>			<p>Krista and Natalie presented. Specific mention has been removed - now up to the college to define how they meet the requirement to support students.</p> <p>Will need to decide what we want to do as far as specific support.</p>	<p>additional resolutions) it deems necessary AND to support the inclusion of Library and Learning Resources and Support Services in SBCCD prioritization and planning regardless of the inclusion of ACCJC standards. (Ivy, Green, MSC)</p> <p><b>Motion:</b> look at standards and see implications take to full campus for review (Williams, Green, MSC)</p>	
<p>CVC OEI - Cynthia Hamlette (DE Lead) and TL Brink (ETC Member)</p>	<p>Start 3:35 10 Minutes</p>	<p><input type="checkbox"/> <a href="#">CVC: A Path Toward Equity &amp; Student Success</a></p>	<p>The Educational Technology Committee, at its Aug 24, 2022 meeting, voted to recommend to the CHC Academic Senate to support joining the CVC (California Virtual Campus) Consortium as a Teaching College. Additionally, the ETC requested that the campus explore potential faculty incentives for creating quality badged courses utilizing the POCR (Peer Online Course Review) through the CVC.</p> <p>Cynthia explained what CVC is and how it works. Students can currently take classes on the CVC but we can't benefit from other students in the state enrolling in our classes unless we agree to be a teaching college. We have to have a</p>	<p><b>Motion:</b> to support the decision of ETC in joining the CVC (California Virtual Campus) Consortium as a Teaching College AND to support explore potential faculty incentives for creating quality badged courses utilizing the POCR (Peer Online Course Review) through the CVC (Green, Jacques, MSC)</p>	<p>10+1: 5 SD: 4 EG: 2</p>

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			<p>POCR team on campus. Courses do not HAVE to go through a POCR review. If they do, they get a quality badge on their course.</p> <p>Is this only for asynchronous, online classes? Currently, yes.</p>		
Tenure Review Committee - Brandi Bailes	Start 3:45 5 Minutes	<input type="checkbox"/> <a href="#">New SBCCDTA Contract</a>	<p>Racquel Schoenfeld</p> <p>The Tenure Review Committee has 5 people on it</p> <ul style="list-style-type: none"> <li>• The President appoints the committee chair for the Tenure Review Committee (same as before)</li> <li>• You get to appoint 2 tenured faculty to the Tenure Review Committee (was only one in the past)</li> <li>• CTA gets to appoint 1 tenured faculty to the Tenure Review Committee (same as before)</li> <li>• HR representative (non-voting) (new)</li> </ul> <p>The Tenure Review Sub-Committee has three people on it from the Tenure Review Committee (Senate does not appoint to this sub-committee)</p> <ul style="list-style-type: none"> <li>• The person that the President appointed as the committee chair to the Tenure Review Committee</li> <li>• The tenured faculty appointed by the CTA for the Tenure Review Committee</li> </ul>	<p><b>Motion:</b> to support the appointment of Raquel Shoefeld (Green, Grounds, MSC)</p>	<p>10+1: 7 SD: 8 EC: 2</p>



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			<ul style="list-style-type: none"> <li>● One Administrator (either the VPI or VPSS)</li> <li>● HR person (non-voting)</li> </ul>		
Outreach - Willie Blackmon	Start 3:50 10 Minutes	<input type="checkbox"/> <a href="#">Outreach and Educational Partnerships</a>	<p>Update on some of the work we have been doing and opportunities for us to collaborate with faculty.</p> <ul style="list-style-type: none"> <li>● Brief introduction of Willie Blackmon</li> <li>● Current Outreach Activities - doing campus tours, want to streamline the ask (so as not to duplicate), move away from deficit approach to outreach.</li> <li>● Here to support</li> </ul> <p>Suggestion to loop chairs in outreach opportunities. Lots of interest in the Crafton Coloring Book. Request for water at events when it is hot. Wblackmon@craftonhills.edu</p>	Discussion and Q and A	10+1: 4 SD: 5 EG: 2
AP 6305 - Rainy Day Fund	Start 4:00 10 Minutes	<input type="checkbox"/> <a href="#">AP 6305 Reserves for you to solicit constituent feedback; please send any comments by 9/27/2022.</a> (Due to the Tess required share settings)	<p>REASON FOR REVIEW: To meet eligibility criteria for 2022-23 Emergency Conditions Allowance funding per Resolution 2022-08-26-FS01 Regarding the 2022-23 COVID-19 Emergency Conditions Allowance which was adopted by the BOT August 2022. The state requires that SBCCD adopt a board policy prior to</p> <p>February 28, 2023, on reserves that is in alignment with Government Finance</p>		10+1: 10 SD: 6 EG: 2

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		members of the public and Senators may be unable to open the link)	<p>Officers Association recommendations. The revised wording matches the SBCCCD Budget Directives adopted by the BOT on February 10, 2022.</p> <p>New wording:</p> <p>“In line with the most recent guidance from the State Chancellor’s Office, SBCCCD will maintain a minimum fund balance of approximately two months of expenditures in its Unrestricted General Fund as recommended by the Government Finance Officers Association, unless fund balance is utilized for specially identified one-time needs as authorized by the Board of Trustees.”</p>		
Climate Survey - Ola Sabawi and Gio Sosa	Start 4:10 12 Minutes	<input type="checkbox"/> <a href="#">Campus Climate Materials</a>	<p>Climate survey review and feedback.</p> <p>Applause cards came from feedback in the 2010 survey. Want to increase our response rates. Want to maximize the information that comes from the questions.</p> <p>Will have an open forum, online, to get feedback on questions. Will also do individual meetings if people want.</p> <p>Could we break the survey down into a few separate surveys? Are there areas</p>	<p>Give feedback on questions in climate surveys and how the data is utilized. AND/OR Request more information on how the data from the survey is utilized.</p>	<p>10+1: 6 SD: 6 EG: 2</p>

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			<p>where we could use more questions/details.</p> <p>Background: To build a more concise survey that yields meaningful/actionable information, further analysis was performed on the Fall 2016 survey results to improve response rates and reduce measurement error.</p> <p>The survey was last administered during Fall 2018 and contained 78 questions/items, 67 of which were the subject of this analysis. The survey collected 63 valid responses.</p> <p>Are also working on a student satisfaction survey. Will go to their emails. Please promote heavily. Currently working with student senate to create the questions. How can faculty engage in that discussion? Will it come to Senate? It can. Are there any incentives for students to complete the survey? Yes, will be giving out 5 \$50 Amazon gift cards.</p> <p>Can we put a link to the survey in Canvas? Harder to control and make sure the student is taking the survey. We can put announcements of the survey in canvas though. Mariana said Brandice could do it.</p>		
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<a href="#">Good of the Order</a>	- no scheduled meeting time -		Feedback for AS in general and items that should be added to a future agenda  None	Request agenda items for future meetings or comment on board reports, ASCCC updates, or other 10+1 items.	
Did you know?	- no meeting time -	<input type="checkbox"/> <a href="#">Senate Plenary</a>	<p>The Academic Senate invites you to attend the 2022 Fall Plenary Session on November 3-5, 2022, held at the Sheraton Grand Sacramento! Join us this November to attend impactful breakout sessions, discuss statewide matters, vote on important Resolutions, and to network and engage with faculty across our system.</p> <p>The registration for the in-person portion is capped at 200 attendees. Each college will be guaranteed one in-person registration and will have unlimited spots for the virtual portion. This is an update to previous communication, which limited 1 in-person attendance per college. We are no longer limiting the number of in-person attendees per college.</p> <p>We have funding for approximately 5 senators.</p>	No action is required.	10+1: 7 & 8 SD: 8 EC: 2

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## Reports

Item	Start Time and Duration in Minutes	Content
President's Report	Start 4:22 5 Minutes	<ul style="list-style-type: none"> <li><input type="checkbox"/> DSO, Valley, and Crafton working on joint collegiality trainings</li> <li><input type="checkbox"/> Chancellor Rodriguez has committed to 10+1 training for all managers at DSO.</li> <li><input type="checkbox"/> Vice-Chancellor Hannon has organized bi-monthly meetings with AS presidents, Vice-Chancellors, and Director Of Diversity, Equity and Inclusion to discuss ways that the DSO can better support the Senates. Solutions include:               <ul style="list-style-type: none"> <li><input type="checkbox"/> Checklists</li> <li><input type="checkbox"/> Handbooks</li> <li><input type="checkbox"/> Description of Lenses</li> <li><input type="checkbox"/> Informal Meet and Greets and campus</li> <li><input type="checkbox"/> More involvement at campus level</li> <li><input type="checkbox"/> Better inclusion of PD leads</li> </ul> </li> <li><input type="checkbox"/> Student Services reorganization is in the works along with DSO reorganization (That should result in a net savings)</li> <li><input type="checkbox"/> We have two new Associate Deans: Rejoice Chavira and Ericka Paddock.</li> <li><input type="checkbox"/> Course DAWG is moving forward in conversations. We will not use it for scheduling. We need to figure out how it works or doesn't work with CurricQnet.</li> <li><input type="checkbox"/> Need to start thinking about the New AS President.</li> <li><input type="checkbox"/> Looking at moving our funds into the Foundation, thus eliminating the need for an AS treasurer. Smart Gwen!</li> </ul>
1 <sup>st</sup> meeting of the month. External: A. Classified Senate (Palkki)	Start 4:27 3 Minutes	<a href="#">View Written Reports Here</a>

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<p>B. CTA Report (McKee) C. API Association (DiPonio) D. Professional Dev Lead (Harris)</p> <p>Leads and Sub-committees:</p> <p>A. Chairs (Andrews) B. Honors Steering (Cannon) C. Curriculum (Di Ponio) D. FSEA (de los Reyes)</p>		
<p><b>2<sup>nd</sup> meeting of the month:</b> <b>External:</b></p> <p><b>A. Student Senate Report (Trista Beggs)</b> <b>B. Treasurer's Report (DiPonio)</b> <b>C. LFSAAA (Isidro)</b> <b>D. BFSA (Vacant)</b></p> <p><b>Leads and Sub-committees:</b></p> <p><b>A. Educational Technology (Hamlett)</b> <b>B. Library Taskforce (Ivy)</b> <b>C. Review Workgroup (McLaren)</b> <b>D. Guided Pathways (Robles)</b> <b>E. MOPED (Bailes)</b></p>		<p><a href="#">View Written Reports Here</a></p> <p>A. Student senate focusing on Club Rush - October 26. Halloween Theme</p>

Adjournment - 4:34 pm.

## *Mission, Vision, & 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*

We rely on the following values to support our vision and mission:

*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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