

## 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 September 20, 2023

### Time and Location

3-4:30 PM - LRC 226

### Next Meeting

September 20, 2023  
LRC 226 3-4:30 PM

### Meeting Outline

- Announcements
- Kudos
- 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.*

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## Members (23-25)

(Bold = Present)

	<b>SINS</b>	<b>LAAS</b>	<b>Career Ed &amp; Human Dev.</b>	<b>Student Services &amp; Counseling</b>	<b>Senators at Large</b>	<b>Part-Time Senators</b>
Total Seats	<b>9</b>	<b>8</b>	<b>5</b>	<b>4</b>	<b>4</b>	4
Available Seats	1	1	1	3		3
	<b>Bailes, Brandi</b>	<b>Andrews, Breanna</b>	<b>Clements, Kristen</b>	<b>Macamay, Mariana</b>		Gonering, Kyle
	<b>Brink, TL</b>	Diponio, Gwen	<b>Grounds, John</b>			
	<b>Estrada, Joshua</b>	Grabow, Jimmy	<b>McLaren, Meridyth</b>			
	<b>Hellerman, Steve</b>	<b>Guevara, Andrew</b>	Serrano, Thomas			
	Juan, Shirley	<b>Jaques, Paul</b>				
	<b>Olivera, Chris</b>	<b>Lopez, Natalie</b>				
	Rippy, Scott	<b>Reichert, Nicholas</b>				
	<b>Robertson, Jillian</b>					
	<b>Williams, Gary</b>					22/12

Guests: Karen, Kashaunda  
 Admin: Keith, Ivan, Teisha  
 Student Senate: Representative

## Agenda Items

### Preliminary Business

Item	Start Time and Duration in Minutes	Content
Call to Order		AS President Meridyth McLaren called the meeting to order at 3:03 PM
Administrative Reports	3:05 5 Minutes	<p>We have approval to sell more measure M bonds so we don't have to cut as many projects (like SSB). We should have \$15 mil.</p> <p>We will hire a full-time respiratory (to start Spring) faculty member and ethnic studies (to start in Fall).</p>
Announcements (3 minutes)	3:10	<p>Natalie: Library open house on the 27th 12 to 1</p> <p>TL: Brainstorming for Honors on Sept 22 10 to 12 looking for volunteers half-hour slots. Faculty guide research ideas. Try to be as good as Holbrook.</p> <p>Kashuanda: One book one college from Sept 27th 2 to 3 in Library.</p> <p>Gary: Field trip on November 11. All day.</p> <p>Mariana: Thank you for the support of the transfer fair. We have many field trips planned to university. There will be announcements coming. Funding is provided for food and transportation.</p>
Statements from the public 3 per speaker 15 minutes max	5 minutes	Steve: Tomorrow in "downtown" Mentone is casino night. \$20 gets you dinner and \$100 in not real money. And if you go today and do it ahead of time you get \$200. Some famous people might be nearby.

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Kudos and Comradery - Highlighting Faculty Work and Open Discussion	3:15 5 Minutes	<p>Birthday announcement!</p> <p>Marina and the transfer fair!</p> <p>Andrew and English for sending food! (and Lauren)</p> <p>Josh for getting more athletes!</p>
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## Main Business

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 - McLaren	Start 3:20 3 Minutes	<input type="checkbox"/> <a href="#">Minutes September 6, 2023</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>	Motion: to approve the minutes (Jaques, Grounds - Passed Unanimously)	10+1: 7 SD: 6 EG: 1

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AP 5050 Addition			<p>Last meeting we had APs and BPs but this was missing so we need to add it to the agenda. It has been sent to counseling. Would we like to have a discussion.</p> <p>Question: Do we have a motion to add it to the agenda?</p> <p>Concerns: Ed plan section Resolution: Ivan and Student Services will review. Need two weeks. Brandi will ask PPAC for more information on the purpose of the section.</p>	Motion to add it Bailes, Clements - Passed Unanimously	
AS Bylaws Update-McLaren	Start 3:23 5 Minutes	<p>Proposed Byla...</p>	<p>Second Review</p> <p>Main changes were for what to do with open seats. The divisions are updated to match new division names.</p>	Motion: Approve bylaws (Grounds, Jacques - Passed Unanimously)	10+1:6 SD: 6 EG: 2
SLO Proposed Action Edit	Start 3:28 10 Minutes	<p>FACULTY: CHC ...</p>	<p>Recommendation from Chairs</p> <p>Breanna: SLO process We need to improve training for faculty on how to complete the fill in the blank box. There is wording to guide responses under the box, but it is commonly overlooked.</p> <p>Chairs would like to move the wording to move to the top and update the wording and add an</p>	Motion: Motion to support the changes with incorporation of changes discussed (Brink, Harris - Passed Unanimously)	10+1: 5 SD: 3 EG: 2, 3

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			<p>additional box for changes that instructors might make or need support on to improve student outcomes.</p> <p>Question: Can the second box include a prompt on what went well in addition to what might be improved?          Answer: Yes.</p> <p>Question: What is required?          Answer: Only the second box.</p> <p>Question: How do we answer the second question without the first?          Answer: Reflect on the first but don't type.</p> <p>Question: What about multiple sections? Do we copy responses?          Answer: Sometimes, but each class is its own environment and will likely need individual outcomes.</p>		
<p>Foundation/          President's Circle          Funds -          Recommendation          - McLaren</p>	<p>3:38          7 minutes</p>		<p>Two separate line items in budget -          CHC Faculty Account/President's          Circle funds          Recommendation: One          student/faculty food based event          each semester (approx \$1500-3000),          remainder to AS scholarships.</p> <p>Exec met with Carrie Audet, from          the foundation, to get clarification          on the "two pots of money." We</p>	<p>Motion: Motion to          continue to move the          money roughly half and          half for student support          (partaaaaaaaaaaaaays)          and scholarships.          Bailes, Robertson -          Passed Unanimously</p>	<p>10+1:5          SD: 1,2,5,9          EG: 2</p>

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			<p>have, in past years, encouraged faculty to the faculty fund. It went only to our fund and supported plaques and food and celebrations. The funds were about \$2000 and the extra went to scholarships. Last year it was decided to move the funds into the foundation to make access to the funds easier. During this process, the College President earmarked 25% of faculty donations to the Presidents Circle (PC) into a faculty account. There was concern that these funds might be confused. We now have clarification that we have two accounts. One from faculty fund, about \$45. From the Presidents Circle we are getting about \$350.</p> <p>We have \$3000 for faculty funds and roughly \$6000 each year for scholarships/student support.</p> <p>The recommendation from exec is to use about half of PC funds and move them into scholarships. And then use the rest to support students through events/fairs/food/partaaays. We are expecting a food truck to cost between \$2-4k. We should do games too. And rebuild a college hour.</p>		
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			<p>Question: What happens when the money varies?          Answer: We will reassess and revote.          Question: Can we get a dunk tank?          Answer: Yes, for Kevin only.          Question: Would specific spending have to come to the body?          Answer: Yes.</p>	
<p>Summer Bridge Program Update - Weiss &amp; Pena</p>	<p>3:45          20 Minutes</p>		<p>Provide general information, data, and lessons learned from our Summer Bridge Program.</p> <p>Teisha, Associate Dean. Idea behind Summer Bridge came out of conversations through Student Equity Committee. Drafting Student Equity Plan. Listed out a number of different activities. Looking to see disproportionate impact populations with specific equity gaps.</p> <p>Different groups: need to develop Summer Bridge, FYE program. Targeting Black, African American, LatinX students.</p> <p>Sharing structure of program, success rates, challenges and what to do differently when moving forward with program next year.</p> <p>Started 2nd summer session. goal to work and recruit first time students to participate in the program. 2 sections: English 101 and 2 sections of Counseling 100 course.</p>	<p>10+1:4,5          SD: 1,2,4,5,7          EC: 2,3,4</p>


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			<p>opportunity to link courses so material taught in one class will build to another.</p> <p>Welcome BBQ, closing ceremony and field trips.</p> <p>Goal to establish peer support to build support and community.</p> <p>Challenges: had difficult time recruitment. Things to do differently to increase participants. 100% success and completion rates.</p> <p>Challenges: onboarding. Application process with dual enrollment form for under age 18. EOPS then had to complete FAFSA. Layers of forms required. Dual enrollment form required authorization from high school principal/counselor.</p> <p>Marketing: students that may not identified as D.I. group, allowed them to take advantage of opportunity.</p> <p>Plan in place to navigate next semester.</p> <p>Student testimonials from Katelyn and Simon: 2 students from the program.</p> <p>Next steps: working through challenges and goal to expand program to a place where offering 4 different cohorts during summer.</p> <p>Fits into an FYE program.</p> <p>Question: How to maintain?</p> <p>Applications, open up to all students.</p>	
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			<p>Working with outreach team and Simon and Katelyn to help recruit other students. Goal 100 (each class capped at 25) for a total of 4 cohorts.</p> <p>Question: committee for this? Right now functioning out of Student Equity committee. Would welcome additional support, feedback and ideas to improve.</p>		
AS Fall Plenary - McLaren	4:05 10 Minutes	<a href="#">2023 Fall Plenary Session   ASCCC</a>	 <p>Recommendation: 1 additional spot for each division when the conference is in SoCal. , 2 additional spots based on interest when in NorCal.</p> <p>Thursday, Nov. 16-18, Costa Mesa.</p> <p>More people suggested to attend ASCCC out of interest and learn more. Have the money to do this. Kevin committed to funding, OER. One additional person from each division. Interested: Wednesday night, early morning Thursday.</p>	Motion: (approved Grounds, Jacques-Passed Unanimously).	10+1: 8 SD: 2,6 EG: 2,4

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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.	Request agenda items for future meetings or comment on board reports, ASCCC updates, or other 10+1 items.	10+1: 7
Did you know?	- no meeting time -	 CHC Outreach...	CHC Outreach Events Google Calendar		10+1: SD: 1,2 EG: 2

### Reports

Item	Start Time and Duration in Minutes	Materials	Content
President's Report		<a href="#">SBCCD Board of Trustees Report</a>	Equity Rubric for POCR - sent to ETC. Moving forward CVC process. Steps A-D. Equity: optional section E created by Peralta College. Send back to ETC to have discussion. VESPA: Equity rubric submitted, sent to ETC. See if we would like to have as part of POCR review to approve for badging. AB 1111 - Common Course Numbering. Law coming into effect. Transfer Fair USC Training CAPS document going to Chairs

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<p>1<sup>st</sup> meeting of the month. External:</p> <ul style="list-style-type: none"> <li>A. Student Senate Report (Brock)</li> <li>B. CTA Report (McKee)</li> <li>C. API Association (DiPonio)</li> <li>D. Professional Dev Lead (Harris)</li> </ul> <p>Leads and Sub-committees:</p> <ul style="list-style-type: none"> <li>A. Chairs (Andrews)</li> <li>B. Honors Steering (Cannon)</li> <li>C. Curriculum (Di Ponio)</li> <li>D. FSEA (de los Reyes)</li> </ul>			<p><a href="#">View Written Reports Here</a></p> <p>Karen: Senates working closely and look forward to working together. Classified Senate: 2nd and 4th Fridays, 4pm.</p> <p>Student Senate: Fall Club Rush October 5, 10am-2:00pm. Meeting on Fridays.</p>
<p><b>2<sup>nd</sup> meeting of the month:</b> <b>External:</b></p> <ul style="list-style-type: none"> <li><b>A. Classified Senate - 5 minutes (Peterson)</b></li> <li><b>B. Treasurer's Report (DiPonio)</b></li> <li><b>C. LFSAAA (Zepeda)</b></li> <li><b>D. BFSA (Vacant)</b></li> </ul> <p><b>Leads and Sub-committees:</b></p> <ul style="list-style-type: none"> <li><b>A. Educational Technology (Hamlett)</b></li> <li><b>B. Review Workgroup (McLaren)</b></li> <li><b>C. Guided Pathways (Scott)</b></li> <li><b>D. MOPED (Chivera &amp; Xayaphanthong )</b></li> </ul>			<p><a href="#">View Written Reports Here</a></p>

Adjournment - 4:24 pm.

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## *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.