

## 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 October 4, 2023

Time and Location

3-4:30 PM - LRC 226

Next Meeting

October 18, 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	9	8	5	4	4	4
Available Seats	1	1	1	3		3
	<b>Bailes, Brandi</b>	Andrews, Breanna	Clements, Kristen	Macamay, Mariana		Gonering, Kyle
	<b>Brink, TL</b>	Diponio, Gwen	<b>Grounds, John</b>	Grabow, Jimmy		
	<b>Estrada, Joshua</b>	<b>Guevara, Andrew</b>	<b>McLaren, Meridyth</b>			
	<b>Hellerman, Steve</b>	<b>Jaques, Paul</b>	Serrano, Thomas			
	<b>Juan, Shirley</b>	<b>Lopez, Natalie</b>				
	<b>Olivera, Chris</b>	Reichert, Nicholas				
	<b>Rippy, Scott</b>					
	<b>Robertson, Jillian</b>					
	Williams, Gary					22/12

Guests:

Admin: Mike Strong, Keith Wurtz

Student Senate:

## Agenda Items

### Preliminary Business

Item	Start Time and Duration in Minutes	Content
Call to Order	3:03	AS President Meridyth McLaren called the meeting to order at 3:02 PM... I guess.
Administrative Reports	3:05 5 Minutes	Strong: Construction good news. In 2008 we got a measure M bond and we still have the option of selling those bonds because the value of homes have gone up so we should have 51 million more to supplement measure C. We should get 15 million, which seems low to me but okay. Mike told us that stuff costs more now and more money will help make that better.  Wurtz: Nothing.
Announcements (3 minutes)	3:10	Paul: Tells of Horror next week. Thursday is pay what you can. Nothing will grab your feet or jump out at you. Paul said next year they will, so I won't be going next year. Natalie took extra flyers for the library.
Statements from the public 3 per speaker 15 minutes max	5 minutes	Julie: Last year we had the opportunity at Christmas to give to 25 elementary school students to buy them winter clothes. Please consider giving via cards with needs listed. Costco has cute stuff. Scott: Are we gonna get sizes? Answer: Yes. Mike will figure that out. Please make sure you go to Costco. Julie really likes their clothes. Specifically the dinosaur coats. Valley had 25 children they gave to. Question: What's 30% of that? Answer: That question was rhetorical. Judy: Are students donating? Answer: No. Just kidding, maybe.
Kudos and Comradery - Highlighting Faculty Work and Open Discussion	3:15 5 Minutes	Kudos: Jillian for being Ryker; Julie for raising funds for kids; Paul for working with YHS and Steve; Natalie for her awesome research training; Meridyth for dealing well

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		with construction issues; Birthdays for October; Chris and Natalie for helping with minutes; Meridyth for well timed humor;
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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 20, 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 (Bailes, Jaques passed unanimously)	10+1: 7 SD: 6 EC: 1
Campus Wayfinding & Signage - Mike Strong & Tony Cong	Start 3:23 20 minutes		Will share known areas on campus where there are opportunities to improve the wayfinding and signage and seek input from the senators on those locations as well as identify others.	We put sticky notes on the map. We did an awesome job of it.	10+1:6 SD: 6 EC: 2


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			Mike gave out post-it notes and made us do an activity. We have an opportunity to improve wayfinding throughout campus, so what do we think we need to improve? What are you hearing from students?		
Faculty Ethics Statement -	Start 3:43 15 Minutes	<a href="#">Draft Ethics Statement</a>	<p>First read:</p> <p>Our current statement isn't an ethics statement but a list of job duties. So it's been updated to an ethics statement.</p> <p>Several edits were suggested (thanks, Scott and Chloe!) and added to the document. The Senate Exec was tasked with adding a statement on professional conduct.</p>	Motion: none - first read.	10+1:6 SD: 6 EC: 2
Equity Rubric for Online Course Reviews	Start 3:58 10 Minutes	<a href="#">Equity Rubric</a>	<p>This is optional in the POCR process. We should be proactive and adopt this now as it will likely become required soon. This is only an example.</p> <p>Feedback: Introduce a fourth column titled "I don't see it" or "N/A." Provide a clarification of UDL, which stands for Universal Design for Learning. Include a glossary of terms. Ensure that POCR training is using/training on the rubric and emphasizing the importance of incorporating these elements.</p>	Recommendation: Send to DEP.	10+1: 5 SD: 3 EC: 2, 3

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			Amend the instruction to read: “Develop course content that encourages students to provide feedback on the learning experience with a focus on equity.”		
ESL/N update - de los Reyes	Start 4:08 12 minutes		ESL/N program: First class in fall of 2021. Taskforce working hard to get to know the population - majority female between 35 and 40 with diverse educational backgrounds. Many students in the program need help with basic computer skills. As a short term fix we are starting to identify instructors that are ESL friendly and we are looking into offering multi-lingual sections of the first year writing course as a long term plan. After 2 years we are able to offer multiple levels. We are starting to build a website. We will be launching course content in CurriCUnet. We are offering intro to basic computers. There is lots more work to be done. We are hoping to offer PD spring workshops to support multi-lingual students.	People clapped. It was great. GO CHLOE!	10+1:1 SD: 1,3,4 EG: 2
OER Grants - Bailes	Start 4:20 10 minutes		Brandi said that we can get grants to make our programs OER. The full pathway needs to be OER. We will have a Canvas shell posted after we do some initial work on Pathways. The shell will include links to full courses created by ASCCC as well as	Suggestion: Departments can make recommendations for course books, math already does. This does not infringe on academic freedom as	10+1:4,8 SD: 8,9 EG: 2,3,4

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			<p>funding for conferences and resources. There is an opportunity for stipends for teaching a new to you OER course. Question: What about creation of a full OER course that is shared? Answer: We are working on a plan to offer release to support specific OER courses, especially GE, that will allow us to create full OER pathways. We've run into the complication of offering OER courses as chairs are concerned about academic freedom for instructors. Any questions please contact Jeff Smith 909 389 3205 or jefsmith@sbccd.edu.</p>	<p>it's a recommendation from faculty. Suggestion: OER is a modality. It can be offered to an instructor as such. They can choose any OER so it's not an infringement on academic freedom.</p>	
<p><a href="#">Good of the Order</a></p>	<p>- no scheduled meeting time -</p>		<p>Feedback for AS in general and items that should be added to a future agenda</p>	<p>Request agenda items for future meetings or comment on board reports, ASCCC updates, or other 10+1 items.</p>	<p>10+1: 7</p>
<p>Did you know?</p>	<p>- no meeting time -</p>	<p><a href="#">2023 Fall Plenary Session   ASCCC</a></p>	<div style="text-align: center;">  <p>ACADEMIC SENATE Fall Plenary UPCOMING EVENT</p> </div> <p>Nov 16-18, Costa Mesa Spot available for SS &amp; LAAS - Deadline to respond: Oct 11</p>		<p>10+1: 8 SD: 1,2,6 EG: 2,4</p>



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		 CHC Outreach...	CHC Outreach Events Google Calendar		
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## Reports

Item	Start Time and Duration in Minutes	Materials	Content
President's Report			<p>*the crowd comes to a quite hush as Meridyth clears her throat to begin her report*</p> <p>Fall plenary is coming. Let Mer know if you want to come.</p>
<b>1<sup>st</sup> meeting of the month.</b> <b>External:</b> <ul style="list-style-type: none"> <li><b>A. Student Senate Report (Brock)</b></li> <li><b>B. CTA Report (McKee)</b></li> <li><b>C. API Association (DiPonio)</b></li> <li><b>D. Professional Dev Lead (Harris)</b></li> </ul> <b>Leads and Sub-committees:</b> <ul style="list-style-type: none"> <li><b>A. Chairs (Andrews)</b></li> <li><b>B. Honors Steering (Cannon)</b></li> </ul>			<p><a href="#">View Written Reports Here</a></p> <p>Judy gave a report on a conference. A written report was provided. We need faculty to send names for honors students as we need to build Honors students to 150.</p>

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<b>C. Curriculum (Di Ponio)</b> <b>D. FSEA (de los Reyes)</b>			
2 <sup>nd</sup> meeting of the month: External: A. Classified Senate - 5 minutes (Peterson) B. Treasurer's Report (DiPonio) C. LFSAAA (Zepeda) D. BFSA (Vacant) Leads and Sub-committees: A. Educational Technology (Hamlett) B. Review Workgroup (McLaren) C. Guided Pathways (Scott) D. MOPED (Chivera & Xayaphanthong )			<a href="#">View Written Reports Here</a>

Adjournment - 4:28 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.

[The Brown Act](#)

[Motions and Rules of Order](#)

[Meeting Norms](#)

## *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.

o *Diversity & Inclusion:* To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.

o *Innovation:* To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.

o *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.