

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 December 6, 2023

Time and Location

3-4:30 PM - LRC 226

Next Meeting

January 17,, 2024
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. Student Access & Success
2. Inclusiveness
3. Best Practices for Teaching & Learning
4. Enrollment Management
5. Community Value
6. Effective, Efficient, and Transparent Processes
7. Organizational Development
8. Effective Resource Use and Development

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 Minutes

Members (23-25)

(Bold = Present)

	SINS	LAAS	Career Ed & Human Dev.	Student Services & Counseling	Senators at Large	Part-Time Senators
Total Seats	9	8	5	4	4	4
Available Seats	0	2	1	2		4
	Bailes, Brandi	Andrews, Breanna	Clements, Kristen	Macamay, Mariana		
	Brink, TL	Diponio, Gwen	Grounds, John	Grabow, Jimmy		
	Estrada, Joshua	Guevara, Andrew	McLaren, Meridyth			
	Hellerman, Steve*	Jaques, Paul	Serrano, Thomas*			
	Juan, Shirley	Lopez, Natalie				
	Olivera, Chris	Reichert, Nicholas				
	Rippy, Scott					
	Robertson, Jillian					
	Williams, Gary					21/11

Guests: Tammy Mathis,
 Admin: Kevin Horan, Keith Wurtz, Delmy Spencer
 Student Senate:
 *Late by more than 10 minutes

Agenda Items

Preliminary Business

Item	Start Time and Duration in Minutes	Content
Call to Order	3:00	AS President Meridyth McLaren called the meeting to order at 3:01 PM
Administrative Reports	3:03 5 Minutes	<p>Kevin: *chewing* George Takei on April 9th and he will do a moderated Q and A small reception and short book signing. It's Keith's birthday present.</p> <p>Demly and Keith are just here to hang out.</p>
Announcements (3 minutes)	3:08	<p>Gary is unretiring because he would miss us. Thanks to Jeff, Keith, Sabrina, and Che for their support in getting me back in the schedule.</p> <p>Remarkable trip to Japanese American museum. Use Metrolink to support more cultural trips. We may organize another one in the Spring. Let's do more of these trips.</p> <p>Mariana plans to do a slide show of all the great work the completion coaches have done in their activities. Pain the stress away had 31 students that attended. The room was full. Friendsgiving got 60 students. Ran out of food which is a good problem to have. The coaches are building community through nearly weekly events.</p>
Statements from the public 3 per speaker 15 minutes max	3:15 5 minutes	<p>Vote for SBCCDTA</p> <p>Tammy, the new district director of grants, came to meet us. She comes from Riverside County and has done large grants and projects. She just wanted to connect and give us the opportunity to meet with her. She has been here for two months. The sweater is not normal attire for her. It's special for the holiday party.</p>

Crafton Hills College | Academic Senate Minutes

Kudos and Comradery - Highlighting Faculty Work and Open Discussion	3:20 5 Minutes	Judy held a cool event. The honors luncheon was a smash.
---	-------------------	--




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 3:25 3 Minutes	<input type="checkbox"/> Minutes November 15, 2023	<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, disMinutes October 18, 2023cussions, motions, etc.</p> <p>Note: Anyone can add a comment 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 (Olivera, Grounds) Passed unanimously - Cept Bre (she abstained)	10+1: 7 SD: 6 EG: 1
ASCCC Summary - McLaren, Bailes, Lopez, Grounds, Olivera	Start 3:28 5 Minutes	Resolutions Final Votes	John: Lots of good facts. Chris: Everything was great. Very informative and educational. It was nice to meet the VIPs.		10+1:5,6 SD: 1,6 EG: 2

Crafton Hills College | Academic Senate Minutes

			<p>Mer: There was a lot of debate about what to call the Multilingual programs. The Chancellor came and spoke. Spring will be in Northern CA.</p>		
FW Grade - Bailes	<p>Start 3:33 10 Minutes</p>		<p>The FW grade still counts as an F and just gives a way to track students who fail because they stopped attending.</p> <p>The university application still counts FW as an F. The student would get an F no matter what. Applications for transfer are confusing. FW and Wi might be confusing.</p> <p>Mer reached out to Valley to discuss it as well.</p> <p>Would this be in addition to the W? It would be after the withdrawal date. It would replace the F for students that stopped attending.</p> <p>Can it be something else? No, FW is in title 5. FW is in the system and colleges understand it. FW is up to the instructor.</p> <p>Wurtz: We might be able to use an F on the transcript instead of an FW. I can look into it. I would like to encourage the use of FW.</p>	<p>Motion for KEITH to explore the integration of FW as a grade and then tell us how to get it done. Williams/Guevara Passed. Abstention Hellerman</p>	<p>10+1:2,5 SD: 3,4 EG: 2,3</p>

Crafton Hills College | Academic Senate Minutes

			<p>Benefits would be able to accurately assess our success rates and to allow us to triage student needs more accurately.</p> <p>Is this in wide use elsewhere? It is common enough to see it on transcripts. But we don't know the percentages.</p> <p>We may need a rubric? What about the student that comes but doesn't do work? This would be up to the instructors.</p> <p>Note that Valley and Crafton would both have to agree to have FW be an option.</p>		
VESPA - Robertson	Start 3:43 20 Minutes	<ul style="list-style-type: none">  Copy of Vespa ...  Faculty Reflecti...  Faculty Checkli... <p>AI in Higher Education</p>	<p>VESPA Charge update Jillian gave us papers and Andrew told us what VESPA stood for, but I didn't catch it so we'll never know.</p> <p>Self reflection on Equity Manager and faculty visibility for equity guidelines</p> <p>AI in Higher Education</p> <p>Changing Office Hours to Student Hours or another term</p>	<p>Motion: Pass the committee charge - Bailes/Andrews passed unanimously</p> <p>Motion: Faculty Self Reflections Guidelines to be added to the faculty handbook, linked in the faculty handbook, or edited down in the faculty handbook as MOPED recommends. and to be added to the AS</p>	<p>10+1: 6 SD: 2, 3 EG: 2</p>

Crafton Hills College | Academic Senate Minutes

			<p>We need to get recommendations from MOPED on how to best integrate the documents into the faculty handbook.</p> <p>BUT WHAT ARE WE GONNA CALL OFFICE HOURS???</p> <ul style="list-style-type: none"> - Student Support Hours - not a lot of support - Drop in Hours - this is used by counseling already <p>WAIT A BETTER IDEA!</p> <p>Drop in student support hours and student support hours by arrangement. NO these are too long.</p> <p>More thinking!</p> <p>Okay so now drop in or by appointment.</p> <p>Okay</p> <p>Example: Student support hours (title) Drop in: By Arrangement.:</p>	<p>website and recommend to Crafton Council that it be more prominent and sent with the self-evaluation. Grounds/Guevara passed unanimously</p> <p>Motion: Faculty Checklist for Visible Support of Equity Work to be added to the faculty handbook, linked in the faculty handbook, or edited down in the faculty handbook as MOPED recommends. and to be added to the AS website and recommend to Crafton Council that it be more prominent and sent with the self-evaluation. Grounds/Andrews</p> <p>Motion: Support, encourage, and applaud administrative work via the Administrative Guidelines for Fostering Inclusive Campus Culture and send it to President's Cabinet -</p>	
--	--	--	---	---	--

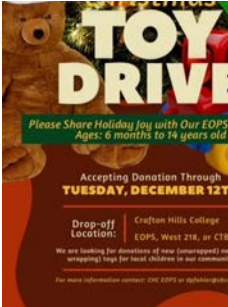
Crafton Hills College | Academic Senate Minutes

				<p>add a line recommending training (Brink, Guevara) passed unanimously</p> <p>Motion: Recommendation for Academic Integrity Policies to be added to the faculty handbook, linked in the faculty handbook, or edited down in the faculty handbook as MOPED recommends. and to be added to the AS website. (Bailes, Brink) - passed unanimously</p> <p>Motion: Update the faculty handbook to change office hours to Student support hours (title) Drop in: (time) By Arrangement.: (times) (Olivera/Robertson) passed unanimously</p>	
Academic Freedom & Equity Work- McLaren	Start 4:03 10 Minutes	Freedom of Expression Statement	Academic Freedom is a vital part of our work. Supporting equity is also becoming an important part of our work. Some feel a focus on equity is	Motion to write a new academic freedom statement that expresses our	10+1: 5,6 SD: 3,4,6 EG: 2

Crafton Hills College | Academic Senate Minutes

		<p>CBA Language</p>	<p>in conflict with Academic Freedom. Do we as a faculty want to make a statement that they are not mutually exclusive?</p> <p>The statement will be sent to VESPA for a first draft.</p>	<p>unwavering commitment to both equity and academic freedom, recognizing and affirming the compatibility and mutual reinforcement of these noble goals. (Brink/Grounds) passed unanimously</p>	
<p>Bylaw Changes - McLaren, Bailes</p> <p>Membership/ Quorum Consensus Voting</p>	<p>Start 4:13 15 Minutes</p>	<p>Bylaws Proposed Modifications</p> <p>Consensus Voting Info</p>	<p>Encourage participation of Vested Groups Allow for more input in decision making because decent must be discussed and adjustments made to get consensus.</p> <p>Plenary was good. Robert's rules are no good. What if we didn't use them? Then we could use consensus.</p> <p>Also what if our membership and quorum was like a lot different?</p> <p>"I don't want certain people in ethnic groups to be a part of the quorum." - Hellerman</p> <p>My no vote aligns with Hellerman's comment. - Serrano</p>	<p>Motion to talk to the vested groups and get feedback. (Roberton/Andrews) passed (nay Serrano and Hellerman)</p>	

Crafton Hills College | Academic Senate Minutes

Good of the Order	<p>- no scheduled meeting time</p> <p>-</p>		<p>Feedback for AS in general and items that should be added to a future agenda</p> <p>.</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>+ CHC Outreach...</p> <p>Psychology Club Toy Drive for EOPS</p>	<p>Reminder: Calendar is for external outreach events.</p>  <p>The poster is for a 'TOY DRIVE' for EOPS. It features a teddy bear and text that reads: 'Please Share Holiday Joy with Our EOPS Ages: 6 months to 14 years old. Accepting Donation Through TUESDAY, DECEMBER 12TH. Drop-off LOCATION: Crafton Hills College EOPS, West 218, or CTR. We are looking for donations of new (unused) and unwrapped toys for local children in our community. For more information contact: CAC EOPS or adph@chcc.edu'</p>		<p>10+1: 8 SD: 1,2,6 EC: 2,4</p>

Reports

Item	Start Time and Duration in Minutes	Materials	Content
President's Report			<ul style="list-style-type: none"> Academic Probation Discussion with Valley and DSO

Crafton Hills College | Academic Senate Minutes

			<ul style="list-style-type: none"> • Equity and Diversity in Admin Job Description Evals - this should be in their job description. • What do we do with ETC? This is an AS sub committee but it has changed and we have DEP. So what do we do with ETC? We need somewhere to put POCR. We need some way to make recommendations for technology. We still need recommendations for DE training. • Review of Institutional Assessment Plan originally approved in 2020 with an emphasis on the denoted six-year cycle(coming in January). <ul style="list-style-type: none"> ◦ Keith lied about being able to summarize it really fast so that we would let him talk. The plan is to analyze specific student data but not all at once so we would break it into thirds. ◦ Keith said that Brandi did a perfect job so that's going in the minutes.
<p>1st meeting of the month. External:</p> <ul style="list-style-type: none"> A. Student Senate Report (Brock) B. CTA Report (McKee) C. API Association (DiPonio) D. Professional Dev Lead (Harris) <p>Leads and Sub-committees:</p> <ul style="list-style-type: none"> A. Chairs (Andrews) B. Honors Steering (Cannon) C. Curriculum (Di Ponio) D. FSEA (de los Reyes) 			<p>View Written Reports Here</p>
<p>2nd meeting of the month: External:</p>			<p>View Written Reports Here</p>

Crafton Hills College | Academic Senate Minutes

<ul style="list-style-type: none">A. Classified Senate - 5 minutes (Peterson)B. Treasurer's Report (DiPonio)C. LFSAAA (Zepeda)D. BFSA (Vacant) <p>Leads and Sub-committees:</p> <ul style="list-style-type: none">A. Educational Technology (Hamlett)B. Review Workgroup (McLaren)C. Guided Pathways (Scott)D. MOPED (Chivera & Xayaphanthong)			
---	--	--	--

Adjournment - 4:35 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.

[The Brown Act](#)

[Motions and Rules of Order](#)

[Meeting Norms](#)

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.