

# Crafton Hills College Faculty Chairs Council Agenda



**Date:** May 03, 2024  
**Place:** CCR-233 9:00-11:00AM  
**Next Meeting:** Aug. 16, 2024  
 9:00-11:00AM

**Chairs Council Charge:**

Chairs Council is authorized by the Academic Senate to develop, participate in and recommend processes including, but not limited to, Chairs' training, flex calendar, scheduling and facilities use, dual enrollment and syllabi recommendations. The committee encourages collaboration and conversations to promote equity driven and inclusive practices. Chairs make recommendations for the prioritization of faculty hires, enrollment strategies, reviews program viability documents, faculty chairs handbook, and disseminates campus information to departmental faculty.

**Voting Members:** Faculty Chairs (1 vote per department). **Non-voting Members:** VPI and Instructional Deans.  
**Meeting Days and Times:** 1st and 3rd Friday at 9:00am. **Term:** Two years.

**Members:**

**Co-Chairs**

- \_\_\_\_\_ Jeff Cervantez/Julie McKee  
(social and cultural studies)
- \_\_\_\_\_ Cheryl DiBartolo/Sabrina Jimenez  
(social sciences) \*
- \_\_\_\_\_ Jimmy Grabow/Ernesto Rivera  
(counseling)
- \_\_\_\_\_ Danny Rojas/Michael Sheahan  
(allied health)

**Solo Chairs**

- \_\_\_\_\_ Jonathan Anderson (English)
- \_\_\_\_\_ Lauren/Ashley

- \_\_\_\_\_ Breanna Andrews (comm & lang)
- \_\_\_\_\_ Renee Azenaro (visual & media)
- \_\_\_\_\_ John Grounds (public safety)
- \_\_\_\_\_ Natalie Lopez (library) \*
- \_\_\_\_\_ Farhad Mansourian (bus.&econ)
- \_\_\_\_\_ Mark McConnell (perform. arts)
- \_\_\_\_\_ Danielle McCoy (math)
- \_\_\_\_\_ Meridyth McLaren (human dev.)
- \_\_\_\_\_ Chris Olivera (kinesiology) \*
- \_\_\_\_\_ Sandra Ruiz (CIS and CSCI) \*
- \_\_\_\_\_ Sam Truong (phys. & bio sciences)

**Others Present:**

- \_\_\_\_\_ Geoffrey Escher (scheduler)
- \_\_\_\_\_ Elizabeth Lopez (scheduler)
- \_\_\_\_\_ Ivan Peña (Dean Student Services)
- \_\_\_\_\_ Jeff Smith (Dean of SINS)
- \_\_\_\_\_ Delmy Spencer (VPSS)
- \_\_\_\_\_ Christina Sweeting (admin assist)
- \_\_\_\_\_ Kay Weiss (Dean of LAM)
- \_\_\_\_\_ Dan Word (Dean of Career Dev.)
- \_\_\_\_\_ Keith Wurtz (VPI)

**Guests:**

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Andrews		
Approval of the minutes	Andrews	John first and Jonathan seconded.	Approved unanimously
Follow Ups	Andrews	<ul style="list-style-type: none"> <li>- Make sure your department prioritization roll ups are finalized and submitted.</li> <li>- Will be additional course dog training, zoom, Friday, May 10, 1:30-2:30 – Time to go in there in play, Breanna found errors and CCourseDog working on correcting.</li> <li>- New chairs announcement delivered by Monday or Tuesday next week</li> </ul>	

**Information, Discussion, and Business**

1. Explore targets for ILOs and GEOs	McCoy / Wurtz	<p><b>Goal:</b> Develop measurable targets for ILOs and GEOs.</p> <p>Discussed the three year targets. Chairs noticed that 2020-2021 Pandemic year data was included that was inflating some of the means. Recommended that re-evaluate targets when 2020-2021 drops off and 2023-2024 data is added.</p> <p>Chairs recommended review of ILO and GEOs to ensure following language is addressed. GEO #3 uses he/she to their.</p>	<p>Agreed to wait to fall 2024. Add 2023-2024 data and drop off Pandemic data. Meridyth and Sabrina. Passed unanimously</p> <p>Move to take out he/she and replace with their. Breanna first and second from John.</p>
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			Passed unanimously.
2.		<b>Goal:</b>	
3.		<b>Goal:</b>	
4.		<b>Goal:</b>	
5.		<b>Goal:</b>	
<b>Standing Reports</b>			
6. VPI Report	Wurtz	<p>CalGETC – Implemented Fall 2025 – I think there are some conversations we need to have with some of the programs around this.</p> <p>Common Course #: SU/FA 24 Intersegmental work to complete, Winter 2025 CHC start working on COR, FA25 First courses implemented</p> <p>Local degree minimum units increased from 18 to 21, Crafton’s is currently 19. Fall 2025 is deadline. Ivan is looking into details. I think this increased three units for ethnic studies.</p> <p>AB1705 – Needed to remove MATH-141, Business Calculus Prereq, which is done. Also need to have students be able to directly place into Calculus I, MATH-250. Math is working on.</p> <p>Spring 2025 schedule work with Course Dog. Will have targets for you.</p> <p>Keith discussed that as requested FW Grades will be implemented for Fall 2024. Keith will work with Meridyth on messaging for FW grades.</p> <p>Asked about Book Saver. Chairs discussed concerns with implementing Book Saver for Fall 2024.</p>	
7. VPSS Report	Spencer		
8. Deans Report	Deans	<p>Jeff Smith: Honors celebration last night. Numbers on honors continue to grow. Judy wants to increase honors sections. Exploring another round of OER. More details in the fall. Are aligning with degree pathway. Focus on certificates.</p> <p>Kay Weiss: Thank you! You all rock!</p>	
9. Academic Senate Report	McClaren	<p>Passed the dual enrollment resolution. Recommendation to create a task force. If interested reach out to Jonathan. Mike strong reviewed MP. Presentation is on the agenda. Told Mike can do all faculty meeting on the 15<sup>th</sup>, but don’t need to do. VP of Support need someone to take spot and do minutes for the fall. Natalie and Nick and Meridyth attending leadership workshops. Looking at course descriptors and put into CIDs for CCN. Common Application at the District discussing if should Valley and CHC have the same number. Believe should wait until CCCCCO finishes CCN. Kevin working on Dual</p>	

		Enrollment blocks with RUSD. Meeting next week with District for Spring 2025.	
10. Guided Pathways/CAPs Report	Grabow	In fall working on maps for fully online programs.	
11. CTA Report (first Friday)	McKee	Reviewed TA. If teach overload or in the summer will get 11%. Picnic is on Saturday. One more election runoff between Steve and Nick for the VP position. Reminder that Valley will also be voting for that position.	
<b>Wrap Up</b>			
<b>Future Agenda Items</b>		<ul style="list-style-type: none"> <li>-- Faculty Chairs Handbook/Training and update course offerings matrix (first mtg of fall sem.)</li> <li>-- Review SLO Cloud Comments (first mtg of sem.)</li> <li>-- Start Scheduling/Add pending classes (Feb/Sept)</li> <li>-- Review Chairs Manual (first meeting in March)</li> <li>-- FT hiring prioritization for following Fall (Oct)</li> <li>-- Sticky-less Friday (March and October)</li> </ul>	
<b>Announcements</b>		Renee: Student art reception this week. Show is still up. Went really well. 10-4 M-TH. John Grounds: Fire academic crew day May 7, 10-2, Historically have gotten job offers. Natalie: Library open house during in-service. Meridyth: David Liu received tenure this year.	
<b>Adjournment</b>		9:49AM	
<p style="text-align: center;"><b>Mission Statement</b></p> <p>The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>		<p style="text-align: center;"><b>Vision Statement</b></p> <p>Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.</p>	
<p style="text-align: center;"><b>Institutional Values</b></p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>			