

# Crafton Hills College Faculty Chairs Council Minutes



**Date:** October 18, 2024 9:00 am -11:00 am  
**Place:** CCR-233  
**Next Meeting:** November 1, 2024  
 9:00 am -11:00 am  
 CCR 233

**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:** Administration

**Meeting Days and Times:** 1st and 3rd Friday at 9:00am **Term:** Two years

<b>Members:</b>		<b>Others Present:</b>
<i>Co-Chairs*</i>	_____ Danielle Bell (MATH)	_____ Willie Blackmon (DEAN SSSD)
X _____ Lauren Bond/Ashley Hayes (ENGL)	X _____ Cheryl DiBartolo (SOCSCI)	X _____ Sara Butler (DEAN LAAS)
X _____ Jeff Cervantez/Julie McKee (SOC/CULT)	X _____ John Grounds (PS)	X _____ Geoffrey Escher (SCHEDULER)
XX _____ Jimmy Grabow/Ernesto Rivera (COUN)	X _____ Rick Hogrefe (CMLG)	X _____ Elizabeth Lopez (SCHEDULER)
X _____ Paul Jacques/Mark McConnell (PART)	X _____ Natalie Lopez (LIBR)	_____ Ivan Peña (DEAN SES)
X _____ Danny Rojas/Michael Sheahan (AH)	X _____ Farhad Mansourian (BUS/ECON)	_____ Jeff Smith (DEAN SINS)
	X _____ Meridyth McLaren (HDEV)	_____ Delmy Spencer (DEAN VPSS)
	X _____ Meridyth McLaren (VART)	X _____ Christina Sweeting (AA CEHD)
	X _____ Chris Olivera (KINES)	X _____ Amanda Ward (DEAN PS)
	_____ Sandra Ruiz (CIS/CSCI)	_____ Dan Word (DEAN CEHD)
	X _____ Sam Truong (SCI)	X _____ Keith Wurtz (VPI)

**Guests:**

AGENDA ITEM	PERSON	Recommendation/Discussion/Future Business	ACTION
Call to order	Hogrefe		9:02am
Approval of the minutes	Hogrefe		Motion to approve by M. McLaren; Second by P. Jacques.  Minutes approved as written.
Follow Ups	Hogrefe	Starfish reporting	

**Information, Discussion, and Business**

1. Revised Scheduling Blocks	Hogrefe	<b>Goal:</b> Continued review possible scheduling blocks required due to compressed calendar.  Goal is to start from the block and end at the block. However, if a layover is needed, please reach out to your dean.	Keith will move forward with the 2024-25 scheduling blocks.
2. AB 607 Implementation	Wurtz	<b>Goal:</b> Continued discussion of how the college will fulfill the requirements of AB 607 including categorizing classes based on textbook and supplies costs.  Estimated Cost Categories based on Fall 2024 Data Provided by the Bookstore	Keith will move forward with the categories and work with District TESS

		<table border="1"> <thead> <tr> <th>Fall 2024 # of Sections</th> <th>Range</th> </tr> </thead> <tbody> <tr> <td>89</td> <td>\$2 - \$49.99</td> </tr> <tr> <td>147</td> <td>\$50 – \$99.99</td> </tr> <tr> <td>153</td> <td>\$100 - \$199.99</td> </tr> <tr> <td>28</td> <td>\$200 or More</td> </tr> </tbody> </table>	Fall 2024 # of Sections	Range	89	\$2 - \$49.99	147	\$50 – \$99.99	153	\$100 - \$199.99	28	\$200 or More	
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		<p>We will review every Fall to see if we need to adjust.</p> <p>Please review for any adjustments that may be needed (move categories).</p>											
3. ILO/GEO Targets	Wurtz	<p><b>Goal:</b> Establishing measurable goals for ILO and GEO assessment</p> <p>3-year possible stretch goals shared for ILO and GEO</p>											
<b>Standing Reports</b>													
4. VPI Report	Wurtz	<p>Nothing to report.</p> <p>Took home gold and silver medals from SBCCD Olympics.</p>											
5. VPSS Report	Spencer	Absent.											
6. Deans Report	Deans	<p>Sara- Book Club – meet next Friday. November Zoom Speaker on Nov 1<sup>st</sup> - Promo materials out soon</p> <p>Ivan- Wednesday Career Fair – great turnout Two food trucks Goal is to reduce number of undecided students.</p> <p>Amanda- Public Safety Career Day – Nov 13<sup>th</sup> from 10am - 2pm  - 15-20 employers - Conditional job offers</p>	Ivan will look into seeing how many participants in the Career Fair end up getting jobs.										
7. Academic Senate Report	McLaren	<p>Senate met on Wednesday. Mike Strong discussed the Facilities Master Plan</p> <p>Reviewed compressed calendar final draft.</p> <p>Student senate came to speak about the impact of adding Ethnic Studies (Area F) and invited Academic Senate to come to their meeting for more discussion.</p> <p>VESPA for feedback Faculty statement regarding academic freedom - Plan to meet with Valley to agree upon a joint faculty statement regarding academic freedom. - PPAC for faculty – C. Olivera</p>											

		- Plenary is coming up and Meridyth will send out resolutions for review	
8. Guided Pathways/CAPs Report	Grabow	Nothing to report	
9. CTA Report (First Friday)	McKee	Absent	
<b>Wrap Up</b>			
<b>Future Agenda Items</b> 1. Review SLO Cloud Comments 2. Finalizing Course Caps Discussion 3. Fall 2025 Scheduling		<ul style="list-style-type: none"> <li>• Faculty Chairs Handbook/Training (August)</li> <li>• Update Course Offerings Matrix (August)</li> <li>• Review SLO Cloud Comments (August)</li> <li>• Start Scheduling/Add Pending Classes (September/February)</li> <li>• Review Chairs Manual (March)</li> <li>• FT hiring prioritization for following Fall (October)</li> <li>• Sticky-less Friday (March/October)</li> </ul>	
<b>Announcements</b>		<p><b>Ashley:</b> Faculty SLAM</p> <ul style="list-style-type: none"> <li>- Poem</li> <li>- Learn how to SLAM.</li> <li>- Jan/Feb practice</li> </ul> <p>Dia De Los Muertos on Tuesday 10-29 from 4pm – 7pm Roadrunner Café</p> <p>Ofrenda – please sign up with Zack no later than Wednesday.</p> <ul style="list-style-type: none"> <li>- Face painting</li> <li>- Pan</li> <li>- Christina Perez will teach dance.</li> <li>- Swag prizes.</li> </ul> <p><b>Natalie:</b> Digital arts event in Library Library instructor sessions - please book those ASAP.</p> <p><b>Paul:</b> Dracula tonight Six performances two are sold out. Buy tickets online! Selling only forty each time option</p> <p><b>Kevin Horan:</b> 8–12-year-old for Free Throw In Redlands Sunday Nov 3rd 1pm – 3pm</p>	
<b>Adjournment</b>		9:43am	
<p><b>Mission Statement</b> 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><b>Vision Statement</b> 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><b>Institutional Values</b> Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>