

# Crafton Hills College

## Budget Committee

### Minutes

**Date: February 16, 2016**  
**Time: 1:00 p.m. – 2:30 p.m.**  
**Location: LRC 135**

**Members (Absent\*):**

Mike Strong (Chair)  
 \*Rebecca Warren-Marlatt  
 \*Ruby Zuniga  
 Bryan Reece  
 Tina Gimple

\*Janine Ledoux  
 Daniel Sullivan  
 Scott Rippy  
 Kathy Crow

CSEA - vacant  
 \*Derrick Rose (student)  
 \*Kirsten Colvey  
 Stephen Ramirez

TOPIC	DISCUSSION	FURTHER ACTION
Review and approve minutes from 12/15/15	Approved	
Course Caps (Bryan Reece)	<p>We need to balance efficiency rate with productivity. Caps have been chosen arbitrarily in the past. Productivity balance between pedagogy and efficiency. Look at averages to maintain balance. Get feedback and recommendation from the three deans and the chairs and faculty senate as well as budget committee. A research brief and course cap analysis was distributed. In order to generate an average cap of 30 at census with an 80% retention, caps would need to be 37.5. We might ask for 35 to get agreement from faculty senate with 87% would be 30 cap at census. The Budget Committee recommends goal of (an average cap of 30) with annual reports back to committee on results. This is reasonably justified by state precedence. Look at the way we earn/spend money—currently average cap is at 32 and efficiency is low.</p> <p>Moved by Tina Gimple, Second by Scott Rippy: Budget committee recommends the college set average course caps at 35, with a goal of average enrollment at census at 30, which equates to an 87.6 percent efficiency rate, with a review annually.</p>	
Hiring Prioritization Process – provide feedback to Crafton Council	The committee reviewed and provided edits on the proposed hiring prioritization process that will be incorporated in to the document and distributed to the committee via email for verification. An edited copy is attached to these minutes.	Mike to incorporate comments in to the Hiring Prioritization document and send to the committee for review then relay edited document to the Crafton Council for their review and consideration.

Accreditation Recommendation 3 – Review and provide comments	Follow up report has incorporated prior comments from the Budget Committee.	
Review Campus Climate Survey results and discuss how to improve, provide feedback/input to Crafton Council.	No discussion	
Next Meeting: Review Funded Resource Requests CHC Budget Update: Budget Projections 2016-17		
New Business	None	
Closing Next Meeting: 3/15/16 @ 1:00-2:30pm, in LRC 135	Next meeting will be April 19 <sup>th</sup> due to spring break in March.	