

# Crafton Hills College

## Crafton Council

### Minutes

**Date: March 26, 2024**  
**Time: 1:30 p.m. – 3:00 p.m.**  
**Location: CCR 233**

**Members:**

Kevin Horan, Chair  
 Brandi Bailes, AS VP Support-**A**  
 Kevin Limoges, CSEA Chief Union  
 Steward  
 Natalie Lopez, AS VP Outreach  
 Julie McKee, CTA Rep

Meridyth McLaren, Academic Senate  
 Pres=**A**  
 Enggie Ocampo, Student Senate Pres  
 Karen Peterson, Classified Senate Pres  
 Delmy Spencer, VPSS=**A**  
 Gio Sosa, Dean IERP

Mike Strong, VPAS  
 Keith Wurtz, VPI

TOPIC	DISCUSSION	FURTHER ACTION
Review and approve minutes from 01-23-24 and 2-27-24.	The minutes from January 23, 2024 and February 27, 2024 were approved as written. Motion for approval of both 1-23-24 and 2-27-24 minutes by Keith, seconded by Kevin Limoges. No opposition. Karen Peterson abstained. Motion approved.	
ACCJC Mid-Term Accreditation Report - Keith	<p>Keith shared a draft ACCJC Mid-term accreditation report. He has taken it to several committees for input. He will take to all the senates as well. He will have the final draft at our next meeting.</p> <p>Mid-term reports are due every cycle in between ISERS so that colleges can reflect on their progress made on any recommendations as well as provide updates on continuous quality improvement. Crafton received only one recommendation that dealt with making SAO reporting consistent across campus. This report also allows us to give a status update on student outcome assessments and reflect on the new standards.</p>	Add to 4-9-24 agenda
FMP Actions – Mike	Mike shared a timeline for the Facilities Master Plan. President’s Cabinet met with the consultants this morning. Mike will be sharing “Phase Zero” which is what we have been working on and the future directions we have been discussing. He will be going to all the Senates to get input around mid-April. He will be reaching out to each Senate to schedule time on their agendas. He will come back to Crafton Council on 5-14-24 to share all the feedback he has received.	Add to 5-14-24 agenda
Posting Guidelines - Michelle	We have a posting guideline that was approved by Crafton Council in 2017. This includes standards and guidelines for the temporary posting of information on campus and the maintenance requirements. Michelle was asked to create an Ad Hoc committee to review the posting guidelines and make recommendations for any updates/changes. She has taken her draft	

	<p>document to the Student Services Council for review. The Ad Hoc committee recommended some changes:</p> <ul style="list-style-type: none"> <li>• Exterior bulletin boards had a max of 25 flyers and now it is 40 max</li> <li>• Interior bulletin boards were added to the policy</li> <li>• Locations of interior bulletin boards were added</li> <li>• Inside banners now available in specific locations</li> <li>• Outside banner dimensions increased.</li> <li>• A-frame/Sandwich boards added</li> <li>• Lawn signs added</li> <li>• Table tents and acrylic frames added</li> <li>• Art work must be approved by Institutional Advancement office prior to being distributed.</li> <li>• All postings must be hung within arms' reach.</li> </ul> <p>Motion to approve the new posting guidelines was made by Julie, seconded by Mike. No opposition, no abstentions. Motion approved.</p>	
Governance Committee Membership Posting - Kevin	Meridyth was not present. Cyndie reached out to all Senate presidents and received updates to their committee assignments. The current committee membership list for 2023-2024 was uploaded to the Committee webpage. The date in the footer needs to be updated. Cyndie will email all the committee chairs of the shared governance committees with the updated list.	Put on agenda for 4-9-24
Committee Reports (monthly)		
<ul style="list-style-type: none"> <li>• Budget Committee - Mike</li> </ul>	Budget committee has been reviewing the budget reduction strategies document and recommending some changes. Once finalized, they will send to President's Cabinet for approval and then to Crafton Council for approval. .	Report on the 4 <sup>th</sup> Tuesday each month
<ul style="list-style-type: none"> <li>• Educational Master Plan - Gio</li> </ul>	Last meeting we discussed Strategic Direction 3 and on time with our submissions to the Chancellor's Office.	Report on the 4 <sup>th</sup> Tuesday each month
<ul style="list-style-type: none"> <li>• Enrollment Strategies - Keith</li> </ul>	One year ago this committee worked with Academic Senate to revise the drop reasons survey that students complete after dropping a course. There is enough data now for the ESC to review and develop strategies to address any identified concerns. .	Report on the 4 <sup>th</sup> Tuesday each month
<ul style="list-style-type: none"> <li>• IEAOC - Keith</li> </ul>	The IEAOC is facilitating the writing of the ACCJC Mid-Term Report, working on updating programs on the Outcomes Assessment action plan, and monitoring the review of the mid-term report.	Report on the 4 <sup>th</sup> Tuesday each month
Public Comments	None.	

Announcements (All)	<p>Enggie shared that Student Senate will be holding Student Senate elections on April 22 and April 23. They will have burritos and yogurt from Yogurtland.</p> <p>Michelle announced the CHC Gala on 4-18-24. Employee tickets available for \$50.00. Deadline to purchase is 4-5-24.</p> <p>Meeting adjourned at 1:52 p.m.</p>	
Next Meeting: <b>Tuesday, April 9, 2024 at 1:30 p.m. CCR 233</b>		

**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.

**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.