

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: February 24, 2015
Time: 1:00 p.m.
Location: LRC 135**

<p>Members: Cheryl Marshall – Chair Denise Allen Grayling Eaton Jessica McCambly=A Bryan Reece=A Scott Rippy Mike Strong</p>	<p>Crystal Sultzbaugh=A Michelle Tinoco Rebecca Warren-Marlat=A Keith Wurtz=A</p> <p>Guests: Debbie Bogh</p>	<p>A=ABSENT</p>
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TOPIC	DISCUSSION	Further Action
Review and Approval of Minutes of February 10, 2015	The minutes for February 10, 2015 meeting were approved as written.	
Honors Terminology Proposal – Debbie Bogh and Denise Allen	<p>Denise and Debbie presented a proposal to change the Honors Terminology in the online catalog. It has been approved by the Academic Senate. There was a lot of redundancy in the old catalog. The new online catalog has eliminated some due to the new format. It was confusing for students so the changes include:</p> <ul style="list-style-type: none"> • Changing “Honors List” to “Dean’s List” • Changing “Graduating with Honors” to “Graduating with Distinction” • Rewording the definitions • Eliminating the Honors List (now Dean’s List) for part time students with GPA of 3.5 or higher. <p>The committee that wrote the proposal included Daniel Bahner, Gary Williams, Larry Aycock and Debbie Bogh. Ben Mudgett of Admissions and Records has reviewed and approved.</p> <p>By consensus: Crafton Council approved the Honors Terminology Proposal.</p>	
Pathways Meeting Update - Cheryl	The Pathways and Partnerships Steering Committee met on February 17, 2015. The purpose of this committee is to review emerging partnership opportunities for fit with CHC and our goals; to advise the President on areas to pursue and areas to avoid; and to assist with campus communication. They went over partnership work, had good discussion and went over next steps. They will meet	Cheryl to send out minutes to the campus

	<p>again in April. They are planning a field trip to College of the Canyons to look their University Center building. They used multiple funding streams and private donations to build. They have 5 partners and it generates approximately one million dollars a year in revenue by renting out space in the building.</p> <p>The minutes will be sent out to the campus.</p>	
<p>Accreditation Update - Cheryl</p>	<p><i>Student Learning Outcomes (SLO).</i></p> <ul style="list-style-type: none"> • We have been working on this and we are up to 90% for courses and 84% for programs, Learning & Support is 100% and ILOs are at 100%. Not much change will occur until the end of the semester. • Working on Flex Day schedule. Professional Development, Keith Wurtz and others working in ILO and GEO discussions and developing improvement plans. • Ask certain committees (IEOC, Professional Development, SSEEM) to have discussions about SLOs, put it on their agenda and minutes for documentation of broad dialogue on campus. • At next In-Service Day (08-17-15) before Division meetings, have workshops, mix people around, talk about both SAOs and SLOs. <p><i>Distance Ed Plan.</i></p> <ul style="list-style-type: none"> • The Academic Senate approved a resolution for the .5 DE Faculty Coordinator position. • The Academic Senate has sent a letter to Sheri Lillard (President of CTA) to look over the responsibilities for the position and the appropriate release time. <p><i>Program Viability Process Policy.</i></p> <ul style="list-style-type: none"> • Academic Senate approved the Program Viability Process policy. • Classified Senate approved the Program Viability Process policy. • The Budget Committee reviewed the policy and indicated if Crafton Council wants the Budget Committee to review a specific program, they will. • Denise to review Board Policy to determine if we need to include this on Board of Trustees agenda. 	

<p>Accreditation Findings – Cheryl (continued)</p>	<p>By consensus: Crafton Council approved the Program Viability Process Policy.</p> <p>College Catalog.</p> <ul style="list-style-type: none"> • Staffing changes have been made. • Continuing to clean up errors. • The digital catalog project has begun. <p>Communication Status:</p> <ul style="list-style-type: none"> • Open forum held 02-19-15 • Will have another open forum on 04-07-15 • Email sent to all students • Update sent to CHC campus • Cheryl will send out another update to campus • Press release went out on BACC • Either Bryan or Rebeccah will make a presentation to Student Senate regarding accreditation. • Cheryl to reach out to Rotary and Kiwanis and other service clubs to answer any questions. • Cheryl to submit an Action Plan to Chancellor’s Cabinet on 02-25-15. 	<p>Cheryl will send the Program Viability Process Policy to campus</p> <p>Denise will review Board Policies to see if we need to put on Board of Trustees action agenda for approval.</p> <p>Cheryl to send out another accreditation status update to campus</p>
<p>Announcements - All</p>	<p>Mike gave an update on signage: Design documents will be finalized in March, out to bid in April and award bid in May.</p> <p>Churn Schedule: Working on schedule and flowchart. The next step is to take each space and determine timing for moving. Need details for each department. Will present to Academic Senate, Classified Senate and Managers.</p> <p>Bookstore is moving to new Crafton Center. The District is reviewing feasibility of outsourcing. They are working on an RFP. Crafton is working on a three year financial plan to make the bookstore viable. The Chancellor to make the decision.</p> <p>The PE complex still has a problem with the dance floor buckling. The contractor said it was a design issue and the architect and inspector disagree. Everyone pointing fingers. We submitted a claim to our insurance agency in January. They are sending a professional expert to come look at the floor in March. In the meantime we will roll out a dance floor in the old gym, tape it down and use until the new floor is replaced.</p>	

<p>Announcements – All (Cont)</p>	<p>The District has purchased new budget development software Questica. It will allow approval trail, with no triple entry. They want to implement this coming budget cycle. Developmental budgets will go out March 9th. Budget transfers will be electronic hopefully this summer.</p> <p>There are problems with position control forms include getting lost or are not inputted correctly. Questica will allow this to be automated. Financial 2000 still will be the driver.</p> <p>Cheryl announced for Keith that we will be distributing CCSSE this semester. This is our year to do the CCSSE. Classes are selected randomly and once selected, Keith will talk with the instructor to arrange a time.</p> <p>Grayling reported he has been talking to Valley about safety issues. He has also spoken with Whitney Fields. Mike reported that Scott Stark and Mike Strong are the Site Safety Officers and they review site safety plans annually.</p> <p>Michelle reported that Classified Senate will once again be selling raffle tickets. Proceeds going for scholarships. Classified Senate has formed a committee for Classified Professional Development week and they have selected Mardi Gras as their theme.</p> <p>Denise reported that Academic Senate will hold a special meeting tomorrow at 3:00 p.m. The end of the year party location will be changed this year. They are looking at Jake’s patio area.</p>	
<p>Next Regular Meeting: Tuesday, March 10, 2015 1:00 p.m.</p>	<p>Meeting adjourned at 2:15 p.m.</p>	
<p>Mission Statement 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>Vision Statement 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>Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>