

**Crafton Hills College  
Crafton Council  
Committee Minutes**

**Date: May 12, 2015  
Time: 1:00 p.m.  
Location: LRC 135**

<b>Members:</b> Cheryl Marshall – Chair <b>A</b> Denise Allen Grayling Eaton (Cassandra Thomas) Jessica McCambly= <b>A</b> Bryan Reece	Scott Rippy Mike Strong Crystal Sultzbaugh Michelle Tinoco Rebecca Warren-Marlatt Keith Wurtz <b>Guest:</b> Dean Papas	<b>A=ABSENT</b>
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TOPIC	DISCUSSION	Further Action
Review and Approval of Minutes of April 28, 2015	The minutes for April 28, 2015 meeting were approved as written.	
Priority Registration Criteria and Process – Keith	Keith stated the priority registration criteria and process was taken to the Academic Senate and they voted to support the proposed priority registration process. The SSEEM committee added a statement that approved priority registration requests will be re-evaluated by the SSEEM committee every two years.  <b>By consensus</b> , Crafton Council approves the Priority Registration Criteria and Process.	
Institutional Effectiveness Partnership Initiative (IEPI) Targets – Keith	Recently enacted legislation established a new system of indicators and goals to encourage improvement in institutional effectiveness at California Community Colleges. Each college and District must develop, adopt and post a goals framework by June 15, 2015. CHC has set 73% course success rate as our short term target. Next year Crafton will need to develop short and long term targets for 18 measures. Part of this process might include a comparison of Crafton to other colleges. Bryan suggested the possibility of setting targets by stating that Crafton is in the top 10% in the state.	Cyndie to coordinate with Glen Kuck to get on June board
Grants – Keith <ul style="list-style-type: none"> <li>• Title V Grant</li> <li>• Educational Research Grant</li> </ul>	The Title V grant proposal is in draft #28 and has received more comments. The draft was taken to Academic Senate and Classified Senate and there were no concerns expressed at either meeting. Kirsten Colvey had concerns with the mentor program created in the Title V grant proposal competing with the master students program. After	

	<p>discussion, it was agreed that they would combine the two programs and expand them. Counseling is currently hiring a counselor to coordinate the master student program. If we receive the Title V grant, it could possibly partially fund this position. The grant says institutionalize the services, not the position. If categorical funds go away, we need the ability to eliminate the position to protect the general fund.</p> <p>If we want to apply for the Education Research grant a letter of intent is due by May 21, 2015. The Professional Development committee has received and is interested in applying for the education research competition. The proposal needs to implement a strategy and complete scientifically valid research to see if strategy supports learning and improves academic achievement and access to education opportunities for all students. The committee is considering the reading apprenticeship program, read and write gold, and technology in the classroom as possible strategies for the proposal. The proposal is due August 6, 2015. Dean Papas and Keith will be working on this over the summer and asked if anyone was interested to help them.</p> <p><b>By consensus</b>, Crafton Council approves applying for the Education Research grant over the summer.</p>	
<p>Student Equity Conference – Rebecca and Dean</p>	<p>Rebecca, Cheryl and Dean attended a two day Student Equity Conference last week in Los Angeles. There were workshops on diversity in the workforce including in classified, management and faculty. The speakers were excellent and possibly we could include student equity at In-Service day workshops.</p>	
<p>Construction - Mike</p>	<p>The PSAH (Public Safety/Allied Health) building will not be completed by July 10<sup>th</sup> as originally planned. They have provided an accelerated schedule but are not following the acceleration. Plan B includes three (3) 40 seat modular general purpose classrooms. DC Architects are developing a plan for the modular classrooms. They will be placed south of the gym on the flat grassy area. The cost is approximately \$250,000.</p> <p>Crafton Center is on schedule. There is a 3 week delay on the science building. They are starting procurement for furniture. The M&amp;O building is scheduled to be complete by the end of this month.</p> <p>The dance studio floor will be replaced and all water issues will be addressed. It will be ready in time for Fall 2015 semester.</p>	

<p>Bookstore Update – Mike</p>	<p>In order to make the bookstore self-supporting (profitable) the original plan included eliminating the 5% student discount on books and merchandise. Approximately \$200,000 of discounts are used each year. It is roughly \$70,000 at Crafton. This year based on sales trends we are slightly in the red. Next year it was projected to break even with the elimination of the student discount and if students continue to purchase books. Still possible to reduce the discount vs. eliminate entirely. Mike and Crystal to meet and discuss. Mike will go to Student Senate on Friday to discuss.</p>	
<p>Budget Update – Cheryl and Mike</p>	<p>Crafton’s total budget allocation is \$22,896,000. We have submitted our developmental budget which is 1.1 million over our allocation due to salary increases, institutionalized grants, increase in utility budgets (because of new buildings) and increases in sections being offered. President’s Cabinet went through the developmental budget and have cut an additional \$339,000. Our overage now is roughly \$800,000. Our budget breakdown: 8% operations, 20% benefits, 22% classified salaries and 50% academic salaries. Salary and benefits account for 92% of our budget. The goal is to maintain sections and increase productivity. In May (in the next 2 weeks) the Governor will publish his budget adjustments and in February 2016 we should know if we will receive additional growth money.</p> <p>The number one priority for PPRC is the Fund Research Data Specialist. Keith indicated that position is no longer necessary due to the conversion to the SLO Cloud. The President’s Cabinet will meet and review the list and add their priorities to the list as well.</p>	
<p>Copy Center Update- Bryan</p>	<p>Bryan is working on integrating copy services into the Office of Instruction. Working on three key areas to provide information to faculty before commencement:</p> <ul style="list-style-type: none"> <li>• Self-service feature</li> <li>• On campus support services including access to services 7:30 am – 7:30 pm</li> <li>• District level services</li> </ul>	

<p>Accreditation Update – Keith</p> <ul style="list-style-type: none"> <li>College Recommendation 1.3</li> </ul>	<p>The PPRC came up with possible approaches to address college recommendation 1.3. The charges to several committees have been changed and approved at the last Crafton Council meeting. The PPRC revised question 10 in program review as was recommended by the Academic Senate. However, the PPRC has not reached consensus regarding the change to the PPRC Charge to address College Recommendation 1.3. Members of the PPRC expressed a concern that changes to date do not address resource decisions occurring at the integrated planning and/or institutional level. Denise provided a detailed example of how the revision to question 10 in program review might address college recommendation 1.3 at an integrated planning level. Crafton Council agreed to continue the discussion in the fall and Keith is going to draft a PPRC charge that is more broad in terms of the evidence used to inform the prioritization of resources.</p>	
<p>Announcements - All</p>	<p>Denise stated they are working on emergency AP/BP to help protect VA students from losing aid.</p> <p>The International program outlined by Dr. Kuck will start with a conversation with faculty.</p> <p>Denise distributed a list of committees for Fall 2015. Everyone to look review the meeting dates, times and locations and this item will be placed on the agenda next week.</p>	<p>Put on Crafton Council agenda for 05-18-15</p>
<p>Next Regular Meeting: Tuesday, May 18, 2015 3:00 p.m.</p>	<p>Meeting adjourned at 3:05 p.m.</p>	
<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>