

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: October 13, 2015
Time: 3:00 p.m.
Location: LRC 135**

Members: Cheryl Marshall – Chair= A Denise Allen Daniel Bahner= A Aaron Burgess= A Jessica McCambly	Bryan Reece= A Mike Strong Ginger Sutphin Michelle Tinoco= A Rebecca Warren-Marlatt= A Keith Wurtz	A=ABSENT
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TOPIC	DISCUSSION	Further Action
Review and Approval of Minutes of September 22, 2015	The minutes for September 22, 2015 meeting were approved as written.	
Professional Development	This item was tabled until next meeting.	Put on agenda for 10-27-15
Basic Skills Coordinator Position - Denise	<p>Denise stated the Academic Senate approved the Basic Skills Coordinator position last spring and presented the Resolution for a dedicated faculty position to coordinate Basic Skills Initiatives. Possibly combine Basic Skills Coordinator with Non-Credit Coordinator position. There are 4 coordinator positions that Academic Senate wants filled.</p> <ul style="list-style-type: none"> • Basic Skills • International • Non-Credit • Middle College HS <p>The Basic Skills, International and Non Credit Coordinator positions are included in the District priorities and funding still needs to be identified.</p> <p>Denise requested to bring all four to the next Crafton Council meeting to discuss further.</p>	Put on agenda for 10-27-15
Facilities Master Planning – Mike and Keith	<p>HMC Architects has been contracted to develop an Educational Master Plan and a Facilities Master Plan for the District. Educational Master Plans are college specific (not district) and Crafton has nearly completed ours but they can help us write the implementation plan.</p> <p>The Facilities Master Plan is driven by the Educational Master Plan. The Facilities Master Plan is needed to establish short-term and long-term facilities needs of SBCCD based upon the educational goals in the Educational Master Plans. In addition, they will review the environmental scan data and space inventory.</p>	

Posting Policy – Mike and Larry Cook	An ad hoc committee was formed and included representatives from all constituencies on campus. The draft policy was presented and discussed. Larry showed us the aluminum bulletin boards that will be installed around campus that will be for flyers and posters taped to the bulletin board. No magnets, tacks, or staples will be used. Several changes were agreed upon. Mike will edit the policy and Denise will add to the next Academic Senate agenda.	
Syllabi Template – Denise	The syllabi checklist template has been completed, approved by Academic Senate and posted to the website.	
Accreditation Update – All	The accreditation update was presented at the Board of Trustees meeting last Thursday. Crafton Council reviewed the power point presentation that was presented at the board meeting.	
Announcements – All	Mike asked that the revised charge for the Safety Committee be added to the next agenda. Cyndie announced that all the committee meetings have been posted to the Event Calendar on the website.	
Next Regular Meeting: Tuesday, October 27, 2015 1:00 p.m.	Meeting adjourned at 2:42 p.m.	
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.	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.	Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.