

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: March 8, 2016
Time: 1:00 p.m.
Location: CCR 233**

Members: Michelle Tinoco **A=ABSENT**
Cheryl Marshall – Chair Rebecca Warren-Marlatt=**A**
Denise Allen Kevin Palkki
Aaron Burgess=**A**
Patricia Menchaca
Bryan Reece
Giovanni Sosa
Mike Strong
Ginger Sutphin=**A**

TOPIC	DISCUSSION	Further Action
Review and Approval of Minutes of 02-23-16	The minutes for the meeting on February 23, 2016, were approved as written.	
Priority Registration Applications – Kirsten Colvey	<p>Cheryl asked the committee to add this agenda item. It was unanimously approved.</p> <p>The SSEEM Committee has received 5 applications for Priority Registration. After review of three applications (two more will be presented next meeting), they are recommending the following programs receive priority registration for Fall 2016:</p> <ul style="list-style-type: none"> • Athletics – Priority “B” for 6 semesters or until the student no longer is a member of a team. • Left Lane – Priority “C” for 1st semester and Priority “B” for the 2nd and 3rd semesters students participate and complete requirements of the program. • RESA – Redlands Emergency Services Academy – Priority “B” for first semester only. <p>By consensus, Crafton Council approves the Priority Registration recommendations of the SSEEM Committee for Fall 2016.</p>	
Upcoming Grants – Gio and Cheryl	<p>STEM Grant: Due date is May 2, 2016. Jan, our consultant, will be able to write it up in the next 6 weeks and it will be presented to Academic Senate and Crafton Council prior to submitting. Mike asked about fiscal implications? Gio indicated it looked like they would be including institutionalization of one secretary position. Mike asked how does this fit into the Program Review process?</p> <p>Basic Skills Innovation Grant: This is due on 03-25-16. The grant is for innovative activities to improve Basic Skills and Student Outcomes.</p> <ul style="list-style-type: none"> • The math division is on board. • Connect designated counselors to math classes on a fairly regular basis 	Cheryl will talk with Rick Hogrefe regarding institutionalized positions in STEM grant application

<p>Upcoming Grants – Gio and Cheryl (Continued)</p>	<ul style="list-style-type: none"> • Combining 2 prerequisite courses into one accelerated course to get to the next level faster. • Add tutoring support for higher success. • English may be on board. Working with Mark Snowwhite. • Need to determine if any positions will be institutionalized and the financial implications. This needs to be determined prior to submitting the grant and shared with Crafton Council prior to submitting the grant. <p>Strengthening Working Families Initiative Inland Empire: Part of the Gateway College Initiative with Loma Linda. They are responsible for writing the grant. They are writing us into the grant for a couple of our counselors to go over to Loma Linda University. They would include an hourly wage plus benefits in the grant. We would be a minor partner. There are two benefits to being included:</p> <ul style="list-style-type: none"> • We could offer EMT classes in San Bernardino (new building) • Access to students who would want to come to Crafton – increase FTEs 	
<p>Hiring Status – Cheryl</p>	<p>We are adding several faculty positions:</p> <ul style="list-style-type: none"> • 2 English faculty (one due to pending retirement and one for Papas position) • 1 history faculty (Jane retiring) • 1 respiratory (Amber resigning) <p>Cheryl indicated she is working on the leadership roles that need to be filled. Reassign time will be included:</p> <ul style="list-style-type: none"> • Middle College High School Coordinator • International Coordinator • Non-Credit Coordinator • Honors Coordinator • Professional Development Coordinator • Possibly a Project Director if we get STEM grant 	<p>Cheryl will send out email to campus</p>
<p>Accreditation Update- Cheryl</p>	<p>The Substantive Change Proposal for Distance Education and the Final ACCJC Follow-up Report have been submitted to March board. The Final ACCJC Follow-up Report will be mailed after board approval. The deadline to submit is March 15, 2016. We need to submit the Distance Education Plan as an information item to April board.</p> <p>The Follow-up site visit is scheduled for April 13-14, 2016. There will be 2-3 team members including Dr. Barry Russell. Tentatively they will be at the district on April 13th and here at Crafton on April 14th. To be confirmed.</p> <p>Cheryl stated that there will be discussion at the CEO Symposium regarding which accrediting commission to use going forward, ACCJC or WASC Senior. We are the only area that has a bifurcated system.</p>	<p>Cyndie to put Distance Ed Plan as information item on April Board</p>

EMP/FMP Update - Consultants	We are working with Alma Strategies for information from their interviews, analysis of the environmental scan data and space utilization data. The goal is to have a draft of the EMP the end of March. There will be campus dialogue (open forum on March 28 th) and Cheryl would like it included in the April 12 th flex day agenda.	
Enrollment Update – Bryan	<p>Our original target FTE was 4864 and it did not look like we would meet our target. It was revised to 4743 and Bryan indicated we are estimating 4781 (surpassing new target). In the past we were not counting some tutoring since we pay for it with Equity funding. A ruling from the State Chancellor’s Office went with Title V language and we are able to include these. Valley estimates they will be 330 below their target.</p> <p>The Redlands partnership pilot is moving forward. Had some hiccups and improvements will be made.</p>	
Remaining Meetings	We have started the roll up process for planning and resource allocation. The departments have sent them to the divisions for further prioritization and then on to the Vice Presidents. Bryan to send out an email to the deans with the due dates.	Bryan to send out email to the deans with due dates.
Announcements – All	<ul style="list-style-type: none"> • Need a list of end of the year events • District Assembly has openings if anyone interested • LADM Renovation bids have been received. They will be reviewed and a contractor will be selected. • SSA Renovation bids are due today. Wide variation in bids so we will be looking at them closer. 	Cheryl will send out a list of end of the year events to the campus
Next Regular Meeting: Tuesday, March 22, 2016, at 1:00 p.m. in CCR 233	Meeting adjourned at 2:34 p.m.	
<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>