

CRAFTON COUNCIL
March 3, 2009
Meeting Minutes

Present: Alex Contreras, Gloria Harrison, Rick Hogrefe, Candace Leonard, Charlie Ng, Ted Phillips, Catherine Pace Pequeno, Cidhinnia Torres Campos, Moises Valencia

1. Minutes of the meeting of February 17, 2009, were approved adding the notation that the Follow-Up Report to the Commission will follow the outline provided by the Commission.
2. The following activity schedules were submitted:

- Recommendation #1/Integration of Plans – Ted Phillips

Ted explained that the process will be an open process and he will be the “guy in the background” scheduling meetings, monitoring progress, providing assistance, etc.

Concern was expressed in regards to the actual recommendation which states that the plans should be aligned to the District Strategic Plan and how can we align if there is no plan in place.

It was noted that it is also difficult to get through the planning process when there are different views on how plans should or should not be looked at.

Planning and budget recommendations will go to the Crafton Council and then to senior management for review.

- Recommendation #2/Reliable Data – Cidhinnia Torres Campos

Cidhinnia reported that training sessions on accessing and understanding data have been scheduled on March 17th & 18th. She also pointed out that the district does not have a manual or training process for personnel on inputting data into Datatel.

- Recommendation #3/SLO's

Timelines for Instruction and Administrative Services were distributed. Timelines for Students Services is 90% complete. (Note: Student Services Timeline has been completed and is attached to the minutes.)

- Recommendation #4/Governance, Structure - Gloria Harrison, Rick Hogrefe, Candace Leonard, Catherine Pace Pequeno

Candace Leonard reported that a meeting of the Classified Senate was held to discuss the results of the Accreditation Report. Meeting notes and recommendations of the Classified Senate are attached.

Discussion took place regarding the roles of the Classified Senate and CSEA. It's CSEA's position that they are the governing body which should provide committee representation. It was noted that anything we afford the classified senate must be afforded to the unit. Gloria Harrison will help negotiate a solution in order to have representation from the Classified Senate.

Alex Contreras reported that classified employees in the Student Services Department have organized a group comprised of a rep from each unit. This group has selected a representative to serve on Student Services Council in an advisory role.

- Recommendation #8/Program Review – Cheryl Marshall & Catherine Pace Pequeno

Catherine distributed the timeline for Program Review. It was noted that we need to aggregate data and DE courses. Because DE courses have the same content but different modes of delivery, we were trying hard not to have them stand alone.

- Recommendation #10/Long Term Fiscal Plans – Gloria Harrison & Charlie Ng

Discussion regarding the budget process took place. In the past, the budget was rolled over and divisions received the same amount of money, but had the flexibility to move funds within the departments. Charlie noted that we will be moving away from that process and looking at recommendations from Budget and Planning.

3. Other

- Campus Communication

It was agreed that the Agendas and Minutes of the Crafton Council will be posted on CHC's website. It was also suggested that a short e-mail be sent out to the campus after each meeting.