

CRAFTON
CRAFTON COUNCIL
Minutes
May 4, 2010

Present: Colleen Gamboa, Gloria Harrison, Denise Hoyt, Matthew Lee, Candace Leonard, Charlie Ng, Scott Rippy, Rebecca Warren-Marlatt

I. Call to Order

Gloria Harrison called the meeting to order at 1:00 p.m.

II. Approval of Minutes

The Minutes of the April 13, 2010, meeting were approved with one correction.

III. Planning & Program Review Database

Charlie reported on a software program that will capture information for the Planning and Program Review process. The District has a version of the program, but it needs to be modified and we will need a point person to work with DET to make it CHC specific. Matthew was the point person for the district, so it was agreed he would continue to serve that function for CHC. Keith and Denise will test the program and see what modifications are needed before the program is finalized.

IV. Educational Master Plan Update

Matthew reported that feedback received during the open forums has been incorporated into the Plan and final version has gone to the EMPC for review. Once the Committee approves the Plan, with any final revisions as needed, it will go to Gloria for approval. During the summer, the "Pretty Committee" will design the cover, add photographs, and make cosmetic changes; they will not make changes in content. Scott suggested that it would be a good idea to have a shortened version of the EMP and/or an "Executive Summary."

V. Budget

Charlie and Gloria gave an update on the budget, stating that CHC's budget is in deficit, so they looked at SERPs to see what could be done to take care of the deficit. We had a late retirement, so CHC actually has 12 SERPs. Our mandate from district is to institutionalize employees funded through categorical funds, and that has been done. Some decisions to decrease the deficit have been made and they are waiting for word from the Chancellor. They are looking at abolishing some vacant positions, reducing some lab tech positions from 12-month to 11-month positions, and some positions may be transferred. The Anatomy/Physiology position will be filled, History and CIS will be replaced with adjunct instructors. Two new positions will be created: a custodian for the Library and Aquatics Center and a pool operations 19-hour position. Once we get approval and these changes entered, we will better know where we stand.

Gloria also reported that the Foundation has agreed to give \$32,000 to fund 10 classes for the spring semester. She does not want to lose any more classes than we have to because of the 70/30 split. SBVC's highest priority is not to go below 10,000 FTES. Scott noted that CHC has made a lot of decisions based on what the District has told us to do and now we are being punished; while CHC is cutting classes, SBVC is adding classes.

VI. Other Business

- By the next meeting, we may have information on the May Revise and what that will mean for CHC.
- Gloria will forward e-mails she receives from Scott Lay to Council Members.

VII. Next Meeting

Tuesday, May 18, 2010, 1:00 p.m.