

**CRAFTON HILLS COLLEGE**  
**Crafton Council**  
**Minutes**  
**February 15, 2011**

**Present:** Denise Allen, Gloria Harrison, Cheryl Marshall, Karen Peterson, Scott Rippy (by telephone), Mike Strong, Chris Walsh, Rebecca Warren-Marlatt

**Absent:** Colleen Gamboa

**I. Call to Order**

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

**II. Approval of Minutes**

The Minutes of the February 1, 2011 meeting were approved with corrections.

**III. Review of Open Forum Comments**

Notes from the "Whom Shall We Serve?" Open Forums and Chairs meeting were distributed and reviewed. Cheryl Marshall prepared a list of reoccurring themes from the Forums and Chairs meeting which were also reviewed and discussed. The notes and themes will be distributed campus-wide. Cheryl stated that she is looking for implications from the themes to share with department chairs for guidance in making budget cuts. Every department has been asked to cut their offerings by 16-20%.

**IV. Guidelines for Prioritizing Course Offerings in a Climate of Budget Cuts**

The Academic Senate has had discussion on the topic of "Whom Shall We Serve?" and forwarded the following recommendation to Crafton Council as a guideline that should be used when considering class cuts.

1. Courses required for Career Technical degrees or certificates.
2. Courses required for Associate Degrees or transfer.
3. Developmental Courses (000-level, such as MATH 090).
4. Basic Skills Courses (900-level).

Scott explained that the list is in line with the Vision and Mission of CHC. CTE courses were ranked the highest because job training is a high priority. Basic Skills courses were ranked number 4, and there is concern that basic skills students will be left without getting the extra support they need.

It was agreed that the priority list recommended by the Faculty Senate and the themes identified from the open forums will be used in determining class cuts. We will try to supplement Basic Skills courses with tutoring, study groups, group tutoring, etc.

Discussion took place regarding the possibility of offering fee based courses. Denise will explore this idea with the City of Yucaipa.

Gloria stated that we have not received much direction from the state as to what they will continue to fund, but there seems to be consensus that they do not want to fund repeatable courses. Gloria also stated that we can no longer serve students we do not receive funding for. It was pointed out that it is difficult for faculty to turn students away. Karen suggested a policy by which instructors would add students by their registration priority.

Rebeccah stated that her staff is currently working on registration priorities to enable students to get the classes they need. This item will be discussed at the next Crafton Council meeting.

**V. Adjournment**

The meeting adjourned.

Next Meeting: Tuesday, March 1, 2011