

Crafton Hills College

Crafton Council

Committee Minutes

Date: November 27, 2012
 Time: 1:00 p.m.
 Location: President's Conference Room

Members Present:
 Cheryl Marshall
 Denise Allen-Hoyt
 Colleen Gamboa
 Kyle Hundley
 Michelle Riggs
 Michael Strong
 Rebeccah Warren-Marlatt
 Keith Wurtz

Absent:
 Jessica McCambly

TOPIC	DISCUSSION	FURTHER ACTION
Review and Approval of Minutes of the November 13, 2012 Meeting	The Minutes were approved as submitted.	
Draft Web Update Based on Student Satisfaction Discussion - Keith	In response to suggestions from the Student Senate for improving student transfer to four-year institutions, Keith presented two draft statements for Council's review. Keith will finalize the statement and post it on the CHC home page where pictures currently cycle.	Keith will post statement.
Student Senate Input for Ethics Statements - Kyle	Kyle reviewed with Council the Student Senate's <i>Recommendations for CHC Faculty and Staff Ethics</i> . Denise noted that students have an opportunity to address many of the items on the list through the faculty evaluation process. Kyle stated that evaluations are not always presented as being important; for example, the evaluation is distributed at the end of the class period with little time to complete it.	
Budget Update – Mike & Cheryl	<p>CHC Budget Committee Mike reported that the Budget Committee's Charge and Purpose has been finalized and will be formally adopted at their next meeting. The Charge of the committee will be to:</p> <ol style="list-style-type: none"> 1. Review Budget Allocation Model 2. Identify revenue streams 3. Prioritize resource requests as identified in Planning and Program Review <p>It was noted that the process for prioritizing personnel needs should be defined. We need to have a process that includes dialogue and transparency on how a position is going to be generated. There should be dialogue in multiple venues, at multiple levels, with recommendations to Crafton Council and then to President's Cabinet.</p> <p>District Budget Committee Cheryl reported that Charlie Ng is doing an analysis on Proposition 30. Charlie is hopeful we will have a budget surplus and a balanced budget.</p>	

Construction Update	Cheryl reported that the total amount of CHC's construction projects exceed the budget by approximately \$15,000,000. As a result of the deficit, we must consider whether to move forward with all four new buildings and ignore the majority of renovation, or postpone some new construction in order to fund a portion of the renovations. One option is to postpone the Crafton Center which would have the least impact on instructional space. The Crafton Center is slated to go to DSA on December 7. Cheryl will talk to the Chancellor and Charlie about delaying DSA approval. If they agree, we will have a cushion of time for campus input before making a decision.	Determine next steps for campus input.
Student Success Act Plan for Campus Input and Dialogue	Rebecca reviewed with Council the <i>Student Success Act Plan for Campus Input and Dialogue</i> . Rebecca noted that we need to have a plan in place by February 1. A task force will be convened to develop a presentation and website to make sure people have an understanding of the Student Success Act. Task Force members will include Rebecca Warren-Marlatt, Kyle Hundley, Denise Allen, Keith Wurtz, and Kirsten Colvey. Rebecca will add additional committee members from the Division of Math, English, Reading & Instructional Support. An Open Forum on the Student Success Act will be held on February 6.	Form Task Force
MOU between University of Redlands and CHC	Rebecca received a request for an MOU between the University of Redlands and CHC. Through this agreement, they would offer a tuition discount to CHC students who transfer directly to the University of Redlands School of Business or School of Education. In return, CHC would provide classroom/computer lab facilities.	Denise will take this item to the Academic Senate for input.
Next Regular Meeting	January 22, 2013	
Mission Statement The mission of Crafton hills College is to advance the education and success of students in a quality learning environment.		Institutional Values Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.