

**Crafton Hills College  
Crafton Council  
Committee Minutes**

**Date: April 29, 2014  
Time: 1:00 p.m.  
Location: President's  
Conference Room**

<p><b>Members:</b> Cheryl Marshall – Chair Denise Allen Patrick Dorsey Colleen Gamboa=<b>A</b> Jessica McCambly Bryan Reece Scott Rippy</p>	<p>Mike Strong Michelle Tinoco Rebecca Warren-Marlatt Keith Wurtz</p> <p><b>Guest:</b> Crystal Sultzbaugh Rosemarie Hansen</p>	<p><b>A=ABSENT</b></p>
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TOPIC	DISCUSSION	Further Action
Review and Approval of Minutes of March 25, 2014 and April 22, 2014 meetings	The minutes were approved as written.	
Committees - All	As of today, the committees who have responded to Cheryl's email have indicated their meetings will remain on the same day and times that they currently meet. One committee will move to a different location due to the size of the committee.	
Mission, Vision and Values Implementation Timeline - Keith	The rollout for the Mission, Vision and Values statements along with Engage, Learn and Advance definitions will be implemented as of July 1, 2014. Cheryl to work with Donna to get marketing materials and to get the new MVV on the website. Each Vice President will work with their areas to coordinate what needs to be done to be ready to go live with the new MVV on July 1, 2014.	
Standard IV A-B - Rebecca	Crystal Sultzbaugh, newly elected Student Senate President for 2014-2015 spoke about Standard IIB, suggesting that we include student clubs, the community garden and the master student program. She indicated they spoke about this in the Student Senate and can provide Student Senate minutes to Rebecca.  Denise indicated the Academic Senate discussed program changes and program viability and that official processes are being discussed and	

	<p>implemented. Jodi Hanley can provide minutes from the Academic Senate meetings.</p> <p>Rebecca reported the board presentation of the Draft Self- Study report went well. Valley and Crafton worked together mapping responsibilities for each function. There will possibly be a mock site visit simulation in the fall to help us prepare for the actual site visit at the end of September.</p> <p>One area of concern were instances where decisions had been made that affect campuses without their involvement in the process i.e. AB955. Some other issues identified are the large number of staffing vacancies at HR, salary issues, and IIIA which pertains to Human Resources. When we have our site visit in September we need to address all good and problem areas.</p>	
<p>Environmental Scan Suggestions - Cheryl</p>	<p>Cheryl reviewed the Environmental scan suggestions. Outreach and marketing is a big piece to reach out to first generation college students. We need to address how to make the parent understand how much college will help. Information needs to be bilingual and start reaching out to younger students.</p> <p>Cheryl indicated we really need to look at pathways, transfer TMC degrees, health care, business, digital media and modify curriculum to address those areas to include certificates and/or degrees.</p> <p>The President's Cabinet and a workgroup within SSEEMM are working on AB86, and the district is looking to hire a consultant. Future steps include expanding night course offerings, weekend co-hort courses and on-line offerings.</p> <p>Do we really know why students attend college elsewhere? Is it access, sports, band or are high schools pushing 4 year colleges? We currently have senior day, principal and counselor breakfasts, and SOAR. It was suggested we have more club involvement and greater outreach to high schools. Jessica stated we should utilize social media including Facebook, Instagram and Twitter in our outreach to high school students. Michelle suggested we increase our outreach to 9-10 grade students before they have made college decisions.</p>	

<p>Hiring Prioritization - Cheryl</p>	<p>There are two areas we need to look at: the process for the long run and what to do in the short term. There might be retirements coming that we have not received notification.</p> <p>Bryan indicated that pretty soon we should have budget but our process starts too late. If we find out retirements in May, we are too late to complete the recruitment process by the start of the Fall semester. Cheryl indicated we should look at a two year tentative plan on who to move forward as people retire.</p> <p>Denise suggested we form a committee to look at how other colleges handle this issue.</p> <p>Cheryl indicated one option is to hire a one year full time interim person to give us time for recruitment. Our salary levels are low compared to our region but nationally our salaries are competitive.</p> <p>The budget committee can determine the number of hires based on the budget but not the priority of each position.</p>	
<p>Athletics Plan - Denise</p>	<p>Denise distributed the Athletics Plan. It includes utilizing Dave Rubio from SBVC as our Athletics Director part time at the beginning. Denise indicated that SBVC was receptive to this approach. SBVC utilizes the clerical support position for the Athletics Department as the Compliance Officer. We will also need a Certified Athletics Trainer that must be present at each match (approximately 26 weeks). The sports we will initially offer include water polo, swimming, tennis and golf.</p> <p>Denise requested priority registration for athletes. We need to determine additional costs i.e. utility costs, maintenance and operations costs (grounds and custodial), and supplies. She stated initially the start-up costs are small.</p> <p>Patrick suggested we market the athletic department showing that funds would not be diverted and that classes will not be cut (only increased).</p>	
<p>Update on District Budget - Mike</p>	<p>This has been tabled until next week's meeting.</p>	
<p>Goals for EMPC - Bryan</p>	<p>Bryan distributed the Education Master Plan Worksheet. It outlines nine strategic directions and lists goals for each strategic direction. The next step will be to reduce down to a few goals for each strategic direction.</p>	

<p>Announcements - All</p>	<p>Keith distributed committee self-evaluations for Crafton Council to the members of the committee.</p> <p>Jessica announced that Tom Bryant's play "All the Way" has just been nominated for several awards include two Tony awards, Drama League, Drama Desk and Outer Critic's Circle Awards.</p>	
<p>Next Meeting: Tuesday, May 13, 2014 at 1:00</p>	<p>Future topics: Hiring Prioritization, update on District Budget, reorganization discussion, Priority Registration for District Employees; Regional Workforce Development; Construction priorities; Coop Title V Grant</p> <p>Meeting adjourned at 2:50 p.m.</p>	
<p><b>Mission Statement</b> The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.</p>	<p><b>Vision Statement</b> The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.</p>	<p><b>Institutional Values</b> Our institutional values are creativity, inclusiveness, excellence, and learning centeredness.</p>