

CRAFTON HILLS COLLEGE

MEMORANDUM

TO: CHC Managers
FROM: Gloria M. Harrison
DATE: July 8, 2010
SUBJECT: CLASSIFIED PARTICIPATION

While we have made great strides in defining roles and responsibilities for all constituent groups in college governance, I would like to focus on one of the recommendations in which the Accrediting Commission calls on the college to “establish more widespread participation by classified staff” in governance activities. As part of our ongoing response to that recommendation, I want to reiterate that I expect all managers at Crafton Hills College to facilitate participation in college governance activities by classified staff members under their supervision, to the extent feasible. All participation in governance is assessed annually. All managers with committee chair responsibilities are to notify classified groups in a timely fashion as to participation of the classified representative to facilitate a replacement if necessary. Any classified staff members who feel that their opportunities to serve have been inappropriately limited by their supervisor may lodge a complaint directly with the Crafton Council, which I chair.