

July 16, 2012

Dear Campus Community,

On July 2 two personally memorable events took place: I celebrated my 5<sup>th</sup> anniversary with Crafton Hills College and began my term as Interim President. When I started 5 years ago, it never occurred to me that I would be serving in this role at some point in the future. It is an honor to do so and very exciting to take on this new adventure. My commitment to you is to work as hard as I did as VPI (and ALO) and to make a positive contribution to the college. One of my goals is to stay in contact with you through a variety of methods. I am elated to write my first letter to the campus and hope these updates will be informative and valuable. Feel free to send feedback or suggestions on what you would like to see included in the future.

### **Proposed Organizational Structure**

At the July 12 Board Meeting Rebecca Warren-Marlatt was appointed as Interim Executive Vice President. She will oversee both Instruction and Student Services and will serve as the Accreditation Liaison Officer. Rick Hogrefe was appointed as Interim Executive Dean. He will take on the additional responsibilities of curriculum and scheduling. These positions will be in place until a permanent President is hired; at that time decisions will be made about how well the structure has worked and whether to continue.

Some permanent changes were also proposed and went to the Board for first reading. The positions are:

- Dean of Research, Planning, and Institutional Effectiveness – The Director of Research and Planning will be expanded to include support for accreditation and expansion of responsibilities for integrated planning.
- Director of Grants and Resource Development – The functions related to identifying and securing external funding were combined under a Director and an Assistant Director.
- Assistant Director of Grants and Resource Development – This position will focus on alumni relations and fundraising.
- Director of Facilities – This position has been vacant since Mike Strong became Interim Vice President. The position will be combined with the M&O Supervisor role to create one position and eliminate the Supervisor position.
- Aquatics Director – This position oversees the pool, coordinates the master calendar for pool use, and develops partnerships that will generate revenue from pool use.

This organizational structure results in a savings of approximately \$160,000. Since there were no significant concerns at the July meeting, the Board is expected to approve the permanent positions and movement of personnel at the August 9 meeting. These types of reorganizations are permissible under Title V language.

I will hold an Open Q&A Session on **Monday, July 23, at noon in LRC 110**. All are welcome to come and bring questions.

## **Preliminary Goals**

Rebecca, Mike, and I developed a preliminary list of goals to give us focus for the coming months. We approached this task by looking at long-term goals and creating our Big Hairy Audacious Goals (BHAGs) which are:

- Build systems and processes to sustain and enhance student success and a quality learning environment
- Build a culture that is collaborative, innovative, appreciative, fun, and action-oriented
- Enhance participative decision making allowing all voices to be expressed
- Develop people to perform at a level of excellence and to achieve their career goals
- Maintain fiscal responsibility
- Manage construction projects for aesthetics and fiscal efficiency
- Preserve and advance the College's image in the community
- As a campus, embody our values: creativity, inclusiveness, excellence, and learning centeredness

Within these broad, long-term goals we will be addressing areas such as open communication, participative decision making, budget management, revenue generation, community visibility, educational partnerships, integrated planning, construction, safety, and diversity initiatives. I'll talk more about these on In Service Day and in future letters.

## **Open Office Hours**

I will hold Open Office Hours on the second Friday of each month from 1:30 – 3:30 p.m. You may stop by or make an appointment.

## **Grants Update**

The Grants and Resource Development Office continues to provide support for the development and submission of grants. Two applications were already submitted this summer: a library grant to provide in-kind support for student surveys and a Career Technical Education Transitions grant to increase awareness among high school students of CTE opportunities. The CTE grant was funded at the requested amount of \$49,389; the library grant is still pending. We are currently working on a request to the San Manuel Band of Mission Indians to support enhancing and expanding multicultural competence among employees and students.

I look forward to continuing our work together and hope to see you face-to-face in a variety of settings. Thanks to all of you who are here over the summer for the work you are doing to prepare students and to get the campus ready for the coming year.

*Cheryl*