

May 20, 2013

Dear Campus Community,

This will be my last “official” letter for the 2013-2014 Academic Year. I want to thank you from the bottom of my heart for your support over the past ten months. It has been a time of change for all of us, with both great successes and moments of deep sorrow. Throughout everything, you have given me many reasons to be grateful for working at Crafton Hills College. I wish you all the best this summer – whether you are working or on break – and look forward to another year together.

Retirements

We are losing three pillars of our community. Millie Douthit is retiring from DSPS after 11 years of service. She has empowered countless students to succeed in their studies and to make progress in their educational journey. When I talked with Millie last week about her plans, I was envious that she will be having fun and traveling. We wish her a wonderful retirement.

Judi Harrington has decided to retire to support her son’s recovery from the brain infection he suffered earlier this year. David is making slow progress, but the latest update reported that his speech is returning and he is beginning to walk. Judi has been with the College since 1990 and has served as our Articulation Officer, ensuring our courses transfer to 4-year institutions. Judi’s last day was May 17; she asked that I not announce her retirement until she left. If you would like to send a note or card to Judi, feel free to forward it to my office and we will make sure she receives it. I know Judi is appreciative of your support and kind words during this difficult time.

Cheryl Cox is retiring at the end of June and there is simply no one like her. The high levels of customer service and organization in the President’s Office are due primarily to Cheryl’s personality and initiative. She is truly an amazing woman and a delight to work with. Cheryl has been with the College since 1976 and was a member of the first graduating class at CHC. Please wish her well and thank her for putting up with all of us!

Resource Allocation Model

After much discussion regarding changes to the 70/30 split of the Resource Allocation Model, no changes will be made for the 13-14 AY. We have agreed to develop a transparent process whereby both campuses have the opportunity to give input regarding future adjustments. This process will be developed by a subcommittee of the District Budget Committee in fall 2013. Since CHC based its budget development for 13-14 on a 30.8 split, it was agreed to provide a one-time allocation of \$300,000 from District reserves. With this allocation, CHC will be able to submit a balanced budget for the coming year.

Building Names

If you would like to give input regarding names for the new buildings or for renovations, this link will take you to the webpage where you can give suggestions: www.craftonhills.edu/Features/Building_Naming_Form. The form will be available through June 15, so you will have the opportunity to give this some thought after graduation. Crafton Council will review the possible names in the fall and make the final decision.

Openings

Positions that are currently in the recruitment process are:

- Aquatics Director – Targeting June Board
- Custodian – Targeting June Board
- Vice President of Instruction – We will schedule a “Meet and Greet” for the finalists during the summer and will attempt to webcast their opening remarks. More information will follow as we work out the details.
- Counselor – Targeting August Board
- Philosophy/Religious Studies Faculty – Targeting August Board
- PE Faculty – Targeting August Board

Upcoming recruitments include:

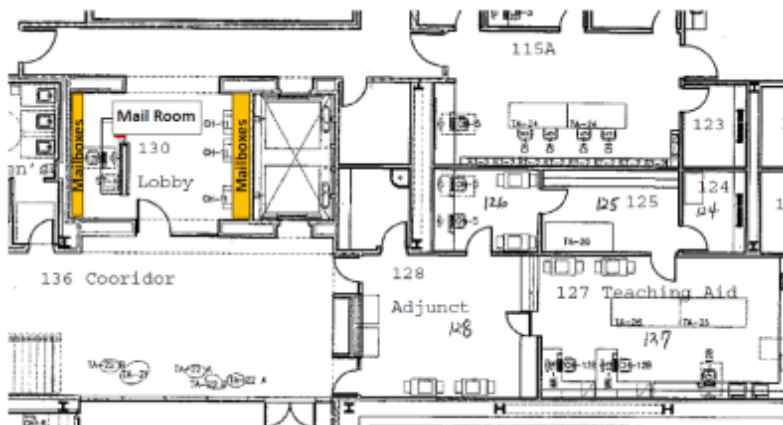
- DSPS Tech
- Computer Tech (part-time)
- Public Safety Secretary
- Child Development Center Director
- Account Clerks (2 part-time)
- President’s Administrative Assistant

We also want to welcome Donna Hoffman as our Director of Marketing and Public Relations. Donna will join us July 1 and will work full-time for Crafton. She has worked the last few years at SBVC’s Foundation and prior to that at the District Office. We look forward to having a marketing person again!

Mailboxes

Beginning fall semester, we intend to centralize the mail by creating a mailroom. The room will be located in the 1st floor of the LRC in the unutilized lobby space (Room 130—see floor plan below) near the Copy Center (Room 127-128). We understand initially this will be a substantial change, there will be a lot of questions, and it will take some getting used to. Administrative Services is working through the logistics to have the answers necessary to make this a successful transition.

Although this will be a reduction in the mail delivery service to the campus, it will allow us to increase custodial service and improve efficiency in the custodial department without increasing the budget. Over the summer, Maintenance and Operations will be installing the mailboxes. Each department/individual’s box will have a combination lock. For larger items, there will be larger, built-in boxes that can be accessed with a key. There will be outgoing mailboxes for mail drop off in the same location. We will provide the procedural details on in-service day in August. To help us prepare in rolling this out and for presentation on in-service day, we welcome your questions, comments, and criticisms. Please email them to Tina Gimple at tmgimple@craftonhills.edu.



SSA Copier

Another change beginning in the fall will be a pilot project requiring the use of PIN numbers for the copier in the SSA. We will arrange for Tech Services to work with the faculty in the building to ensure a smooth transition. At this time, no limits will be placed on the number of copies. We will review reports during the fall regarding the number of copies made and will determine if any adjustments are needed.

Student Success Act Implementation

Next year we will move towards having Educational Plans for all new students. Initially, this will be done using new methods such as group counseling and online templates. Programming requests are in place for the “degree audit” and “electronic educational plan” components of Webadvisor to be implemented and these will allow further advances in how we make sure students have a valid plan. Crafton Council also approved a short term adjustment to registration priorities that aligns with the Student Success Act requirements. For example, students with over 90 units will no longer receive a high priority for registration unless they are part of an exempt program such as Respiratory Therapy. We will have further discussion next year as we move forward with the mandated portions of the Act and voluntary initiatives that align with recommendations from the Student Success Task Force.

End of Year Party

Please join us after graduation at Mill Creek to celebrate a successful year. I’ve promised to dance, so you won’t need to worry about being the dorkiest one on the floor!

Thank you again for a wonderful year.

Best Regards,

Cheryl