

January 26, 2016

Dear Campus Community,

I hope your semester is off to a good start and that you have been able to navigate your way around campus. The biggest positive change for me is being around students all day. I rarely saw students in LADM unless they were up to see a dean or standing outside of 304, so this is an experience I'm really enjoying.

A few updates are below including the status of hiring.

Open Office Hours

Upon request, I have reestablished Open Office Hours once a month. Just as before, you can make an appointment or stop by. The current schedule is:

- Friday, January 29, 2:30 – 3:30
- Wednesday, February 24, 12:00 – 1:00
- Wednesday, March 9, 12:00 – 1:00
- Monday, April 4, 12:00 – 1:00

Enrollment

As of this morning, our enrollment numbers are below. Our target for 15-16 is 4,864 and we are currently in the neighborhood of 4,160.

Crafton Hills College							
Term	# of Active Students	# of Active Seats	# of Resident Seats at Census*	# of Non-Resident Seats at Census*	Resident FTE*	Non-Resident FTE*	Total FTE*
2016SP	5,471	15,390	15,014	377	1,910.18	48.60	1,958.78
2015SP	5,390	15,908	16,742	480	2,040.42	55.97	2,096.39
2015FA	5,697	15,606	16,667	428	2,109.47	53.87	2,163.34
2014FA	5,685	17,087	17,914	490	2,199.77	58.60	2,258.37

Sharing Personal Stories and Successes

Secret Brown is looking for individuals who are willing to share their stories, particularly about their journeys along the educational and career pathways. She plans to produce recordings and/or write-ups

that can be posted on the website. If you have an interest, please contact her at sbrown@sbccd.cc.ca.us or extension 4048.

Current Vacancies in Process

These vacancies are well into the hiring process and have committee members.

Classified	Funding Source	Notes
• Aquatic Center Pool Attendant	GF	Going out for second round
• Fin Aid Clerical Assistant I (PT)	BFAP	Backfilling for a re-classification
• Financial Aid Specialist	GF/BFAP	Vacancy from retirement
• Account Clerk (PT) – Bursar’s Office	GF	Vacancy from resignation
• A&R Technician	GF	Vacancy from reclassification
• Child Dev Teacher	Categorically Funded	Vacancy from resignation
• Lab Tech – Geology	GF	Vacancy from resignation
• Student Services Tech II - Assessment Tech	S ³ P	New position to expand services and cover evening hours
• Admin Sec – Instruction (2)	GF	Vacancy from resignation and one reclassification.
• Admin Sec – Resource Development	GF	Vacancy from resignation
Faculty		
• DSPS Coordinator	Categorically Funded (DSPS)	Vacancy due to retirement from several years ago

Moving Forward

These vacancies are in the process of being posted and forming committees.

Position	Funding Source	Notes
Classified		
• Lead Evaluator – A&R	GF	Vacancy due to resignation.

• AV Tech – PT to FT	GF	PPR #6
• EMS Lab Tech	GF	PPR #12
• Student Services Tech II – DSPS	Categorical	Vacancy from resignation
• Assistive Technology Specialist	Categorical	New Position
• Resource Development Specialist	GF	Waiting on job description approval. New position that will assist with work such as donor management, budget monitoring, scholarships, event planning, social media, etc. Budget provided from other openings.
Faculty		
• Business Admin	GF	Replacement for retirement. Failed recruitment last year.
• Learning Disabilities Specialist	GF	Replacement for retirement from several years ago. Has been filled with adjuncts.
• Art	GF	Replacement for resignation.
• Librarian	GF	Replacement for retirement.
• Veterans Coordinator	S ³ P & Equity	New position.
• Counselors (3)	S ³ P	New positions.
• EMS	GF	PPR #5
• Tutoring-STEM Success	GF	PPR #7
• Alternative Learning Strategies Coordinator		Replacement for Daniel Bahner
Management		
• Dean, Instruction	GF	Currently funded and filled with Interim (2 nd year)

Let me know if you have any questions.

Cheryl