

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: January 28, 2020
Time: 1:00 p.m.
Location: CCR 233**

Members:

A=ABSENT

Kevin Horan, Chair	Kevin Palkki= A
Mark McConnell	Tyrone Ross, Student Senate President
Julie McKee	Gio Sosa
Meridyth McLaren= A	Mike Strong
Brandi Mello	Keith Wurtz
Delmy Spencer	Rosemarie Hansen

TOPIC	DISCUSSION	Further Action
Approval of minutes for December 10, 2019	The minutes for December 10, 2019 were approved as written. Motion by Keith, seconded by Brandi. Unanimous approval.	
Emergency Prep and Safety Training - Mike	<p>Mike was following up the In-Service safety presentation. SBCCD Police have been scheduling appointments to review buildings for active shooter training, we have installed several AEDs (Automated External Defibrillator) on campus and he has reached out to Rick Hogrefe, Professional Development Coordinator to add AED and CPR training for flex day.</p> <p>Michael Nguyen, the Environmental Health and Safety Administrator at the District is working on getting all mandatory safety training up to date with all employees.</p> <p>Mike stated that the safety committee is looking into creating an online safety request form which would work similar to maintenance work orders. This would help by assigning to the proper department to review, follow-up and close the case once a solution is determined/implemented. This is in addition to hazard reporting procedures.</p> <p>Mark indicated that the safety resolution in the Academic Senate failed by 2/3 of the vote and is no longer an issue. Faculty were pleased with the safety training at In-Service and procedures that have been implemented.</p> <p>Mike said the safety committee members have been encouraged to report back to their constituency groups with any new information.</p>	
Power Outage Update - Mike	<p>Mike reported that after the last power outage, Edison completed a temporary fix including replacing bushings on the top of the transformer and was ordering a new transformer. They now have indicated that they will not be replacing the transformer and the fix is now the permanent solution.</p> <p>Mike is still accumulating all the costs associated with the losses across campus. Right now it is approximately \$35,000.</p>	

<p>Planning and Program Review Funding Update – Mike</p>	<p>Last year we received additional money from the FCC Revenue and CHC allotted \$329,000.00 for 2019-2020 budget. Several items were identified from the Planning and Program Review list for purchase this year and we are moving forward with these purchases.</p> <p>Kevin requested this be added to the first senate meetings in fall so Mike can give an update on these purchases.</p>	<p>Mike to follow up on action item.</p>
<p>Developmental Budget - Mike</p>	<p>February is developmental budget month. All developmental budgets are open in Questica now. He will be scheduling open workshops for training and encourages one-on-one meetings if you have specific questions with your budgets. The timeline is:</p> <ul style="list-style-type: none"> • Department developmental budgets should be complete by the end of February and promoted to the Vice Presidents • Vice Presidents will have one week to review and promote to Mike • Mike has one week to review all budgets and send to the District • The next step is to start tentative budget talks • Tentative budget is approved roughly in June and then we can start writing PO's for the new fiscal year. • Final budget approved by the Board of Trustees in September 	
<p>Facility Master Plan Update – Mike and Kevin</p>	<p>Mike distributed the Measure CC timeline for review. Currently we are requesting RFQP for projects and need to select consultants. Hopefully the gym demo will start in Fall. They are in the process of selling the bonds. During the summer we will be completing site lighting control upgrades and upgrading the irrigation controllers.</p> <p>Kevin has sent a request to Jose that CHC be allocated more funding from the Measure CC money. We are currently allocated 20% and we are asking for an increase to 37% in order to fund several projects on the Facility Master Plan list. If the money received is less than requested, we will review which of the prioritized projects will be completed to support the campus for the next 20 years.</p> <p>Kevin indicated that in our plan we identified construction of a new soccer field. There was an MOU created with the City of Yucaipa to create some tennis courts. After further discussion, the City of Yucaipa is now going through the engineering process to re-direct this area to a soccer field. The funds needed for construction will come from Redevelopment funds and not our Measure CC monies.</p> <p>We are still exploring the parcel across the street on Sand Canyon Road. We are close to starting a dialogue with the property owners. This is 19 acres of buildable land that possibly would be used for student/faculty/staff housing.</p>	

Committee Assignments – Kevin	Kevin has requested that Academic Senate and Classified Senate provide their committee assignments for 2020-2021 by May 1, 2020 instead of in the Fall. This will allow the committees to start meeting right after the beginning of the Fall semester. Tyrone indicated that he will request the Student Senate to discuss committee assignments prior to their general assembly.	
Review/Collect Information for Standard IV A6 and IV A7 - Keith	Keith asked to table this item until next meeting.	Put on agenda for 2-11-20
Announcements - All	<p>Kevin reported he attended the CCLC Legislative Conference in Sacramento on January 26-27, 2020. He wanted to give a huge thank you for a job well done by the two SBCCD student trustees (Elijah Gerard and Maritza Mariscal-Medina) who also attended the conference. They spoke with all the legislators and made a huge positive impact.</p> <p>The CHC Foundation Gala is Saturday April 18, 2020 and the theme is the Olympics. Kevin said they are still looking for items for the silent and live auctions.</p> <p>Mark indicated the Academic Senate disbanded the Basic Skills Committee and have agreed to make it a shared governance committee. Delmy and Kevin to draft something.</p> <p>Mike reported that we are putting together a 3 Peaks hike the end of February. More information to come.</p>	
Next meeting is 02-11-20, 1:00 p.m., CCR 233	Meeting adjourned at 1:56 p.m.	
Mission Statement The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.	Vision Statement Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.	Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.