

CRAFTON HILLS COLLEGE
Crafton Council
May 17, 2011

Minutes

Present: Denise Allen, Colleen Gamboa, Gloria Harrison, Cheryl Marshall, Karen Peterson, Scott Rippy, Mike Strong, Chris Walsh, Rebecca Warren-Marlatt

I. Call to Order

Gloria Harrison called the meeting to order at 1:30 p.m.

II. Approval of Minutes

The Minutes of the May 3, 2011 meeting were approved.

III. Welcome Program Task Force

Daniel Bahner presented an overview of the CHC² Mentoring Program (**CHC Colleagues Helping Colleagues**). The mission of CHC² is to increase employee morale and efficiency by developing a culture that values continual learning and collegial support. CHC² was created in direct response to Objective 2.1 of the *CHC Educational Master Plan*, which calls for the establishment of a welcome program for new employees including a system for volunteer mentor assignments. The program is for all new full-time employees, will begin in the Fall 2011 semester, and all full-time employees hired within the past three years (since July 1, 2008) will be invited to participate. Daniel will chair and coordinate the program during the first year.

It was agreed by Crafton Council that we should go forward with the CHC² Mentoring Program.

IV. Summer Session

Cheryl Marshall reported that 24 class sections will be offered during the summer session. As of Friday, May 13, all the classes are full with exception of a few seats in Learning Communities. We will generate about 100 FTE for the summer.

V. Budget

Gloria reported that after the May Revise is released, there is a possibility we will get some additional funds. CHC will probably get an additional \$200,000, but that won't mean much because we are in deficit. Gloria also reported that at this point, no employee transfers are being considered for 2011-12.

VI. Construction

Mike Strong reported on the campus construction projects. Work on the parking lots will continue during the summer; lighting improvements will be completed before the fall semester begins; the Math & Science Annex (MSA) will be delivered this week and

will be ready for the Fall semester; demolition on the Old Library will begin the day of commencement; the Crafton Center will be renovated for the Transfer Center; renovation of the 3rd floor LADM building will take place in June.

VII. Other

- **Classified Professional's Week**

Karen Peterson announced that the Classified Senate is planning workshops and activities for Classified Professional Week, June 13-16.

- **Post Graduation Get-Together**

Denise Allen announced that there will be a post graduation get-together immediately following graduation at the Mill Creek in Mentone.

- **Priority 9, Objective 1.2**

Scott Rippy asked the following questions: Are the positions in priority order for hiring? Are we precluded from going down the list? Cheryl Marshall explained that the list is not in priority order and we are not precluded from going down the list. If we were to hire someone, discussions would begin with Planning & Program Review and then with Chairs Council. CHC does not have a consistent formal process for doing this. Scott stated that this should merit a process.

- **Budget Committee**

Scott stated that according to Title 5 "10 plus 1" the academic senate is responsible for planning and budget development. It was agreed that the Academic Senate will take responsibility for the Budget Committee. Mike Strong will send Scott the information he has compiled regarding committee tasks.

- **Smoking Policy**

Mike Strong reported that the Smoking Policy Committee met to discuss the Student Senate Resolution and looked at information about what other campuses are doing. The committee agreed that CHC should have designated smoking areas. The committee will walk to campus to determine locations. Mike also reported that currently we have no way to enforce a policy. AB 795 (Public postsecondary education: smoke-free campuses) has been proposed but will take at least a year to get to the Senate. In the meantime, we need to decide what we want to do at.

VIII Adjournment

Next Meeting: Tuesday, September 6, 2011.