

CRAFTON HILLS COLLEGE
Crafton Council
Minutes
September 13, 2011

Present: Denise Allen, Gloria Harrison, Cheryl Marshall, Karen Peterson, Scott Rippey, Mike Strong, Chris Walsh,

Absent: Colleen Gamboa, Rebecca Warren-Marlatt

I. Call to Order

Gloria Harrison called the meeting to order at 1:00 p.m.

II. Approval of Minutes

The Minutes of the September 6, 2011, meeting were approved.

III. Grant Submission Procedure

The committee reviewed the *Grant Submission Procedure* submitted by Karen Childers. Gloria stated that because the Board of Trustees does not approve grants, concern has been expressed that grants have been submitted with no knowledge at the district level.

By consensus, the *Grant Submission Procedure* was approved with the following revisions:

- 4.c. Submit to Crafton Council for review and approval
- 4.d. Grant Concept Approval Form to District (Vice Chancellor of Fiscal Services & Chancellor)

IV. Budget Committee

The committee reviewed and discussed the proposal for a CHC Budget Committee submitted by the Academic Senate. Scott explained that the Budget Committee will be a shared-governance committee reporting to Crafton Council. The committee will not have decision making power, but will have recommendation privilege. The main purpose of the committee is to make the budgeting process transparent and understandable to the campus community. The addition of this committee will be an overall benefit to the campus. Gloria pointed out that in order for the budget to be understandable, a training component should be added to the committee tasks.

By consensus, the Budget Committee was approved with the following changes:

- Proposed Composition of the Committee: 2 classified (one Classified Senate, one CSEA)
- Proposed Committee Tasks: Scott will add a training component to #7

V. CHC Annual Planning Priorities

Copies of the *CHC Annual Planning Priorities 2010-2011* document was distributed and reviewed. Mike Strong noted that this document was reviewed by Crafton Council last spring, but was not given any closure. Mike will make revisions to the document, add a column for the funding source, and then it will be posted on the CHC website. The *Annual Planning Priorities 2011-12* will likewise be updated by the VP's and presented at a future meeting.

VI. Committee Reports

A schedule will be set-up and sent to committee chair.

VII Other

None.