

**CRAFTON HILLS COLLEGE**  
**CRAFTON COUNCIL**  
**Minutes**  
**October 25, 2011**

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

**Absent:** Colleen Gamboa

**I. Call to Order**

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

**II. Approval of Minutes**

The Minutes of the October 11, 2011 meeting were approved.

**III. Educational Master Planning Committee**

Cheryl Marshall requested the Council's approval on the following changes to the EMPC:

**From:** Meets twice per month

**To:** Meets once or twice per month

**Committee Membership**

**From:** Faculty Co-Chair of Planning & Program Review Committee

**To:** Faculty Co-Chair of Planning & Program Review or Designee

**Add:** Director of Grant Development & Management

**By Consensus,** Crafton Council approved the recommended changes to the Educational Master Planning Committee.

**IV. Other**

• **Accreditation Committee**

Cheryl Marshall reported that Accreditation Committee will be discussing changes to their membership list. This year the committee will focus on the work that needs to be done on the Self Study and they have a better idea on what they need for a workable committee. As the committee's tasks change, the membership will be expanded as needed. In order to meet the October 25<sup>th</sup> deadline for the *CHC Organizational Handbook*, the committee's recommendations will be emailed to Crafton Council for approval.

• **Planning Priorities**

Gloria stated that President's Cabinet will review the planning priority list and then it will be brought to Crafton Council for review. Cheryl Marshall clarified that requests for faculty positions are listed in priority order. Deans have been directed not to remove anything from the list.

- **New Hires**  
Gloria reported that three positions have been posted: Biology Lab Technician, Administrative Secretary/Title V, and Vice President of Administrative Services. The English position will be posted soon, the A&R Specialist is pending and the Secretary/Allied Health position is moving forward.
- **Committee Membership**  
Rebecca stated that Keith Wurtz would like to be reassigned from the Technology Committee to Matriculation.  
**By Consensus**, Crafton Council approved the reassignment of Keith Wurtz from the Technology Committee to Matriculation.
- **Construction Update**  
Mike Strong reported that a small section of East Campus Drive will be closed the week of October 31. The east entrance will be open but traffic will be diverted to the fire road. Lot J will also be closed. The fence around the Library Quad will be removed by November 2, but the concrete will not be finished. Completion of Lot E has been pushed out for the completion of the ramp and stairs.