

**Crafton Hills College  
 Crafton Council  
 Committee Minutes**

**Date: March 12, 2013  
 Time: 1:00 p.m.  
 Location: President's Conference Room**

**Members Present:**

Cheryl Marshall  
 Denise Allen  
 Colleen Gamboa  
 Kyle Hundley  
 Jessica McCambly  
 Michael Strong  
 Michelle Tinoco  
 Keith Wurtz

**Absent:**

Rebecca Warren-Marlatt

TOPIC	DISCUSSION	FURTHER ACTION
Review and Approval of the February 26, 2013 Minutes	Minutes were approved as submitted.	
LADM and SSA User Groups	<p>Mike presented an outline of the future use of the LADM and SSA buildings and asked for recommendations for user groups. The following recommendations were made:</p> <ul style="list-style-type: none"> <li>• <b>SSA User Group</b>            Mike Strong            Larry Cook            Dean of Instruction (Raju Hegde or Rick Hogrefe)            Dean of Student Services (Kirsten Colvey)            Classified Rep from DSPS (Barbara Williams)            Faculty Reps – 2 (Denise will consult with Dept Chairs from Math &amp; English for recommendation)            Kyle will assign a student</li> <li>• <b>LADM (CIS, STEM Success Center, Biology, General Classrooms)</b>            Mike Strong            Larry Cook            Dean of Instruction (Rick Hogrefe)            STEM Grant Rep (Robert Brown)            CIS Faculty Rep (Margaret Yau)            Faculty Rep from engineering, math, or science            Student Rep</li> </ul>	
Building Naming	Mike explained that with the construction projects, we are not just adding new buildings, we are also changing the use of buildings. For example, the Aquatics Center will also house a dance studio and weight room, so we may need to change the building name to be more encompassing.	Mike will provide industry guidelines at the next meeting.

<p>Building Naming (Cont)</p>	<p>During discussion of possible building names, the following suggestions were made.</p> <ul style="list-style-type: none"> <li>• Use geographical location to explain where the building is located</li> <li>• Use historical names or area landmarks to capture the history of the area</li> <li>• Use names of plants or animals native to the area</li> <li>• Name after people (District Policy tied to donations)</li> <li>• Get away from the use of acronyms</li> </ul> <p>Mike will bring back to Council industry guidelines on naming buildings. Council will develop a list of possible names to be sent to the campus for input. Suggestions received from the campus will come back to Council for discussion and final decision. Cheryl will see if Kristi can put something on the web to for collecting input from the campus.</p>	
<p><b>ARCC Scorecard College Description</b></p>	<p>Council reviewed a draft of the <i>ARCC Scorecard College Description</i> revised by Cheryl Marshall and Jessica McCambly. The following description was developed and approved.</p> <p><i>Crafton Hills College is one of 112 community colleges in California and currently serves over 7,500 students in San Bernardino County. Located in the foothills of Yucaipa, the campus has a park-like setting with welcoming <b>open spaces</b>. The College's mission is to advance the education and success of students in a quality learning environment. With over 40 degrees and 30 certificates, the college offers a diverse catalog of courses and Student Life activities to <b>facilitate learning</b> through <b>career education</b> and academic transfer. The small size of the campus allows faculty and staff to serve students via mentoring relationships contributing to a rich, balanced college experience.</i></p>	
<p><b>Campus Climate Survey</b></p>	<p>Keith reviewed results of the Fall 2012 Campus Climate Survey. The survey was distributed to all administrators, staff, and full- and part-time faculty. This year's response rate was much higher than last year's—321 surveys were distributed and 121 valid surveys were received (38%). The percentage of respondents who were satisfied in all areas increased substantially.</p>	<p><b>Keith will share the results with campus groups and summarize the feedback for Crafton Council.</b></p>

<p><b>Campus Climate Survey (Cont)</b></p>	<p>Next Steps</p> <ul style="list-style-type: none"> <li>• Keith will share results with campus groups</li> <li>• Results will be used for decision making and planning</li> <li>• Work together to address challenges and continue to create a positive work environment</li> </ul> <p>After Keith has met with campus groups, he will compile all the suggestions and bring back to Crafton Council for discussion.</p>	
<p><b>Committee Chair Meeting</b></p>	<p>A meeting of the Committee Chairs will be scheduled on April 3, Noon-1:00 to debrief on the following</p> <ul style="list-style-type: none"> <li>• How did the year go?</li> <li>• Are committee members showing up for meetings?</li> <li>• How did absences get reported?</li> <li>• Meeting schedules</li> <li>• Do committee chairs want to continue?</li> <li>• Present new sheet for reporting office hours, class schedule &amp; available committee time</li> </ul> <p>It was suggested to Denise that we schedule a similar meeting for committee members to help them understand their role as a committee member.</p>	
<p>Other - Vice President of Instruction</p>	<p>Cheryl announced that the job announcement for Vice President of Instruction will open in the next week or two. The position will be open for 30 days which will allow time to have an open forum or Meet and Greet before the end of the semester. The following recommendations were made for the screening committee:</p> <ul style="list-style-type: none"> <li>• Classified: Ben Mudgett &amp; Kelly Bingham</li> <li>• Student: 1 (Kyle will forward name)</li> <li>• Faculty: 4 (Denise will forward names)</li> <li>• Managers: 2</li> </ul>	<p><b>Cheryl will find out if the screening committee can meet at CHC</b></p>
<p>Next Regular Meeting: March 26, 2013</p> <p>April 9 – Flex Day – No meeting</p>		

<p><b>Mission Statement</b></p> <p>The mission of Crafton hills College is to advance the education and success of students in a quality learning environment.</p>	<p><b>Vision Statement</b></p> <p>The vision of Crafton hills College is to be the premier community college for public safety and health services careers and transfer preparation.</p>	<p><b>Institutional Values</b></p> <p>Our institutional values are creativity, inclusiveness, excellence, and learning-centeredness.</p>
--	--	--