

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: August 26, 2014
Time: 1:00 p.m.
Location: LRC 135**

Members:	Scott Rippy	A=ABSENT
Cheryl Marshall – Chair	Mike Strong	
Denise Allen	Crystal Sultzbaugh	
Colleen Gamboa	Michelle Tinoco	
Jessica McCambly	Rebecca Warren-Marlatt	
Bryan Reece	Keith Wurtz	

TOPIC	DISCUSSION	Further Action
Welcome Back	Cheryl welcomed back all the members of the Crafton Council for another very productive year.	
Review and Approval of Minutes of May 13, 2014 meeting	The minutes were approved as written.	
Accreditation Update – Rebecca	<p>Immediately following the Management Team Meeting tomorrow morning, Dr. Barry Russell, Site Team Lead will be here to talk about the logistics of the External Evaluation at the end of September. He will let us know what he would like the schedule to include and what his team will need. We looked at the committee schedule and might possibly want to have several committees meet during the week they are here: Ed Master Plan, Academic Senate, and Classified Senate. If they want to meet with committees, the Committee Chairs need to look at possible questions and put on their agendas to discuss prior to the Site Visit.</p> <p>Rebecca reported a Mock External Evaluation will be held on September 12th at both campuses to help both colleges prepare for our external evaluations of institutional effectiveness for accreditation, which will take place September 29th-October 2nd. The morning session will be at SBVC and the afternoon session will be held at Crafton Hills. Riverside City College did a mock visit which Rebecca participated in and found it very valuable.</p> <p>There will be an open forum on Accreditation on Tuesday, September 3rd from 12-1 in LRC 226.</p>	
Committees - All	Need a current list of all committee members. Jessica to provide draft list to Cyndie this week. Crystal to provide student names to Cyndie. Denise spoke about Committee Chair training.	Crystal to provide student names for committees

<p>Committee Evaluation Results – Keith</p>	<p>Each year all committees complete a self-evaluation survey. Keith reviewed the overall results. The same survey questions and format were used for the last three years to provide a basis for comparison. Three categories, collaboration, transparency and effectiveness have had an increase in the percent of respondents who strongly agree with the statements. This year we had more participation from committee members. When respondents were asked to provide suggestions for improvement many commented that attendance and participation in the committee is a concern.</p> <p>Keith reviewed Crafton Council evaluation results. Cheryl stated if anyone has questions, please let her know.</p>	
<p>Research & Planning Update – Keith</p>	<p>More dashboards are coming. If you put in a room number, it will come up with all classes scheduled in that room.</p> <p>Keith reported that currently he will is not hiring the Research Assistant and Data Specialist positions. He is taking over grants while Karen is completing a mentorship program at HR. Keith will be supervising Ruby as part of Title V. He is looking for more grants.</p>	
<p>Educational Partnerships – Cheryl and Rebeccah</p>	<p>We are currently working on the Baccalaureate Proposal. We have support from Cal State and will send a letter to UCR. If the Governor signs, not sure what the timeline for submission will be.</p> <p>Cheryl and Bryan to attend the Yucaipa-Calimesa Joint Unified School District board meeting tonight to participate in discussion regarding Middle High School. The idea is to place these classes in the gym across the street. This keeps the high school students together. We will employ a local architect to look if that space can accommodate 10 instructional spaces. We would like to start next Fall. This provides an early college experience, close cohort with high expectations of completion. The students in 9-10 grades would take high school classes here. In 11th grade they will start taking some college courses. By the time they finish high school they will have completed many of the courses needed for their AA.</p> <p>Brandman University will be starting in January 2015. The Brandman rep will be here on campus starting next week to answer questions.</p>	<p>Cheryl to send letter to UCR</p>

	<p>Loma Linda University Health is having a building constructed across from the ball field in San Bernardino. The second floor will be dedicated to classrooms.</p> <p>AB86 is moving along. The steering, executive and Hub Committees have started meeting. This is the planning year with implementation next year.</p>	
Budget, Enrollment Management, Staffing – Cheryl & Mike	<p>There is a Special Board Meeting on the Budget scheduled for 09-09-14 at the same time as our next Crafton Council meeting. We will need to find another time for our meeting. Cyndie will send out a Doodle Poll to see availability. We will wait until after this meeting to move forward on budget items. There have been last minute changes to the budget. We initially had a surplus but with the raises we now have an \$800,000 hole to fill.</p> <p>The FTE targets remain flat for this year. Some colleges in Northern California are struggling to grow. Crafton grew 18% last year. The State may redistribute growth money to those colleges with bigger growth. We won't know until February.</p> <p>50% law states that 50% needs to be spent on instruction. Counselors, librarians, and re-assigned time are not included.</p>	Doodle Poll
Student Success and Engagement – All	<p>A broad campus dialog is needed to put together one integrated vision that includes Left Lane and SSEEMM. The digital catalog should be launching soon. We will not have a printed catalog this year. We currently do not participate in International Baccalaureate.</p> <p>Three class sections have received tablets. They were given to each student and the faculty member and they are required to bring to class. Bryan reported they would like to launch 5-10 pilots next Spring.</p>	
Partnership with Yucaipa – Mike	<p>The temporary lot on Sand Canyon has been completed. Our students can park there without a parking permit and OmniTrans picks up every 30 minutes for free (with student ID).</p> <p>We are working with the City of Yucaipa regarding College Village plan. It includes a vacant lot on Sand Canyon. It would be mixed use including housing (apartments) and food. We want to be a partner.</p>	

Construction Update – Mike	The New Science building is due to be completed 06-24-15; OE2 is due to be completed the first part of June and is on schedule; Crafton Center will be complete mid-September 2015. We are trying to close out the PE complex. There has been turn over with the construction management firm. They have lost 4 staff. We are working with Tim Oliver and Kitchell.	
Goals/Future Topics	Denise would like to see talking points for committee chairs, faculty and staff regarding Accreditation.	
Announcements	Michelle Tinoco stated that the Classified Senate will hold a monthly 50/50 drawing. Proceeds will go to the Classified Senate Scholarships.	
Next Meeting – Alternatives for Sept 9 th .	As indicated above we are not able to meet on September 9 th due to a Special Budget Board Meeting. A Doodle Poll will be sent out with several alternatives. The date with the most responses will be selected. Meeting adjourned at 3:00 p.m.	
Mission Statement The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.	Vision Statement The vision of Crafton Hills College is to be the premier community college for public safety and health services careers and transfer preparation.	Institutional Values Our institutional values are creativity, inclusiveness, excellence, and learning centeredness.