

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: September 10, 2014
Time: 10:30 a.m.
Location: President's
Conference Room**

Members:

Cheryl Marshall – Chair
Denise Allen
Colleen Gamboa =**A**
Jessica McCambly=**A**
Bryan Reece

Scott Rippy=**A**
Mike Strong
Crystal Sultzbaugh=**A**
Michelle Tinoco
Rebecca Warren-Marlatt
Keith Wurtz=**A**

A=ABSENT

TOPIC	DISCUSSION	Further Action
Review and Approval of Minutes of August 26, 2014 meeting	This item was tabled until next meeting.	
Debrief on Budget Study Session - Cheryl	<p>One time money of \$1 million was added to balance budget. The breakdown of this is \$600,000 Student Success money and \$400,000 is funded FTES. The money will be allocated based on deficits shown. There is also a savings factor included in the budget. This is money in the budget we can't spend. For Crafton it is \$238,000.</p> <p>We currently have 9 faculty vacancies. Of the nine, we have filled 7 with interims and 2 with adjuncts. Faculty interim positions are business, fire, chemistry (new position), Health and Wellness, DSPS, and two tutoring positions. The two adjuncts are in respiratory and math. In addition, we have an interim dean (Mark Snowwhite).</p> <p>We have 5 classified positions being filled: Secretary II in EMS, Custodian I, Library Tech II, Admin Secretary and Secretary I for Instruction.</p> <p>Two deans currently share one Admin Secretary position. We are adding a Secretary I as a first step in providing support. This position will expand services, help with SLOs, make copies and possibly take committee minutes including Academic Senate, Classified Senate, Safety, etc.</p> <p>Classified positions not being filled include 3 custodians (ideally we need 5), Research Assistant and Data Specialist for Institutional Effectiveness, Research and Planning, and the EMS Lab Technician position. We must determine how to prioritize these positions. Criteria need to be determined to form objective decisions.</p>	

	<p>Kim McCormick is retiring this month. This will create a vacancy.</p> <p>Alternative funding streams will be explored. If grant or categorical, what are the restrictions on utilizing these funds?</p> <p>Michelle Tinoco asked about the Hay Group study. We are still waiting for the report which was due months ago. One issue was which colleges to use as reference points.</p> <p>Mike indicated the budget forecast looking to future years does not include additional operational expenditures with the new buildings. It is based on 2.2% growth projection that may not be accurate. The 7 year projection only calculates step increases.</p> <p>The district is receiving a \$1.9 million Instructional Equipment/Physical Block Grant. This money is not being split on allocations but on need. This year there is no match requirement. A priority list has been established. CHC was allocated \$84,400.00 for Instructional Equipment. Our list of how we are spending this money is due to the State on October 1, 2014. Please remind people to put in their resource requests. Make sure they are tied to program goals.</p>	
Announcements - All	<p>Cheryl stated the tour with San Manuel was very successful. The students did a great job talking about their experiences. San Manuel may consider a three year proposal vs. one year. Ken would like to meet prior to the grant cycle to help us grow this program.</p> <p>Michelle announced the 50-50 raffle for the Classified Senate Scholarship fund has begun. Lots of tickets have been sold and the first drawing will be next week.</p>	
Next Regular Meeting: Tuesday, September 23, 2014 1:00 p.m.	Meeting adjourned at 11:39 a.m.	
<p>Mission Statement The mission of Crafton Hills College is to advance the education and success of students in a quality learning environment.</p>	<p>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.</p>	<p>Institutional Values Our institutional values are creativity, inclusiveness, excellence, and learning centeredness.</p>