

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: February 14, 2017
Time: 1:00 p.m.
Location: CCR 233**

Members: Amber Snow **A=ABSENT**
Wei Zhou, Chair Mike Strong
Denise Allen Rebecca Warren-Marlatt=**A**
Kathy Bakhit Keith Wurtz=**A**
Ben Gamboa CTA Representative=**A**
Patricia Menchaca
Kevin Palkki

TOPIC	DISCUSSION	Further Action
Review and Approval of Minutes of 1-24-17	The minutes for the meeting on January 24, 2017, were approved as presented.	
Chancellor's Update to Crafton Council – Chancellor Baron	The Chancellor had to reschedule for March 28, 2017.	Place on future agenda
Review and Update Crafton Hills College description for the Student Scorecard – Keith	This item was tabled until the next meeting.	Place on future agenda
Grants – Keith	This item was tabled until the next meeting.	Place on future agenda
Book Store Outsource – Mike	<p>The District has sent out RFP. The timeline is:</p> <ul style="list-style-type: none"> • Currently the District is in negotiations with CSEA and is continuing to pursue proposals from bookstore vendors to outsource the bookstore. • Plan to receive vendor's proposals 02-28-17 • Evaluation ranking team comprised of: <ul style="list-style-type: none"> 2 VP of Admin Services Business manager CSEA 2 students 2 faculty 1 bookstore employee • Evaluation ranking team will rank RFPs March 1-10 • Vendor presentations March 27th • Negotiation team meeting with vendor on March 31st • Anticipated approval May 11th 	

<p>Enrollment Update - Mike</p>	<p>Our Target FTES for enrollment in 16/17 is 5029. CHC is currently anticipating 4,653 generated on campus and 300 FTES through enhanced non-credit-workforce readiness. This constitutes a deficit of 76 FTES. This equates to approximately \$380,000 budget shortfall. However, if we don't achieve the 300 through non-credit, the shortfall will be \$1.5 million.</p> <p>CHC is working closely with the District EDCT (Richard Galope) to establish partnerships with EDD and other agencies to build this pilot non-credit program for students to fill their needs and obtain the necessary FTES for CHC.</p> <p>Potentially, the state will fund up to 5112 FES this year. Therefore, if we only were to achieve 4653, this equates to approximately a \$2.3 million budget shortfall. It is critical that we achieve our FTES this year.</p> <p>We need to look at our processes, improve class scheduling, improve strategic marketing and use a multi-prong approach that will require action by all areas of the institution.</p> <p>Kathy suggested a student focus group. Amber to talk with the Student Senate and Kathy to visit with them.</p>	
<p>Announcements – All</p>	<p>Kevin stated that the week after Spring Break we will have a group from Japan visiting the Art department. There will be a performance during that time at the Performing Arts Theater.</p> <p>Gala is March 18th.</p> <p>Denise indicated that the Academic Senate will be recommending that the district implement Ellucian's student GUI registration solution (self-serve) at their meeting tomorrow.</p> <p>We will cancel Crafton Council meeting on March 14, 2017 as this falls during spring break.</p>	
<p>Next meeting will be February 28, 2017, at 1:00 p.m. in CCR 233</p>	<p>Meeting adjourned at 1:52 p.m.</p>	
<p>Mission Statement The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p>	<p>Vision Statement Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.</p>	<p>Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>