

**Crafton Hills College  
Crafton Council  
Committee Minutes**

**Date: April 25, 2017  
Time: 1:00 p.m.  
Location: CCR 233**

**Members:**

**A=ABSENT**

Wei Zhou, Chair	Rebecca Warren-Marlatt
Denise Allen	Keith Wurtz= <b>A</b>
Kathy Bakhit	CTA Representative= <b>A</b>
Ben Gamboa= <b>A</b>	Nicole Sarmiento, Student Senate
Mark McConnell	
Patricia Menchaca	Guests:
Kevin Palkki	Breanna Andrews
Amber Snow= <b>A</b>	Larry Cook
Mike Strong	

TOPIC	DISCUSSION	Further Action
Review and Approval of Minutes of 3-28-17	The minutes for the meeting on March 28, 2017, were approved as presented.	
Integrated Pest Management Plan - Larry	<p>Larry Cook presented the Integrated Pest Management Plan which defines an effective and environmentally sensitive approach to pest management. This plan will help support the many species that live on or around the CHC campus. They are considered a vital part of our campus environment and help us naturally reduce pests. This approach also reduces the use of chemical pesticides to eliminate infestation. Pesticides will only be used as an alternative when nonchemical strategies have failed.</p> <p><b>By consensus:</b> Crafton Council approves the CHC Integrated Pest Control Program.</p> <p>Cyndie will place this on the next board agenda as an information item.</p>	<p>Cyndie to put on May board agenda as information item</p>
Diversity and Inclusion Strategic Plan – Breanna Andrews	The plan was presented at the last Academic Senate meeting and comments are due at the next meeting. Ben is at a conference so not sure status at Classified Senate. Nicole stated it was presented at last week’s Student Senate meeting and comments are due this Friday. Once comments are collected they will be forwarded to Breanna for review.	
Staffing Update and Hiring Priorities - Karla	Karla on vacation. Wei said nothing to report.	
Enrollment Management/Budget – All	In 2016/2017 our enrollment target was 5,029 FTES. However, our credit enrollment is projected at 4,669 FTES - 360 FTES deficit. This represents a (\$5,004 x 360) 1.8 million deficit.	

<p>Enrollment Management/Budget (Continued)</p>	<p>Our total FTES for 2015-2016 was 4,600. So this year we still produced a 1.6% increase in enrollment from last year. The 5029 target was unrealistic.</p> <p>Noncredit projected to produce 225 FTES. However, that didn't materialize as planned.</p> <p>Next year: if we start with our final of 4669 and add 1.5% growth that would put our target at 4,739. This is still significantly less than the 5,029 projected for this year and we still will have a large deficit.</p> <p>We have 725 sections planned for Fall 2017. With an 80% fill rate this would equate to 1,760 FTES for fall. We need to be over 2,100.</p> <p>Denise said we need a prioritization of projects and produce a staffing plan.</p> <p>How much should we invest to bring initiatives on-line? What will be our return on investment? Denise thinks noncredit could potentially be the best avenue to pursue.</p> <p>Kathy indicated that we are planning to offer two sessions in May and June and are working with Yucaipa School District. We are printing 9,000 flyers.</p> <p>Kevin suggested that we package some fast track programs. These are popular with students. Mark indicated that he put together an on-line program for all general education courses to complete quickly. In addition, we can add more sections to on-line classes as demand increases.</p> <p>Denise mentioned several key locations in Yucaipa to hang vinyl banners.</p>	
<p>Announcements - All</p>	<p>Public Safety discipline approved at Statewide Academic Senate Plenary and will get official approval in September.</p> <p>Valley adopting a product called Course Leap but District put on hold as it will only support one curriculum management tool.</p> <p>The State Chancellor's Office has a new Curriculum software and we want to be part of the pilot. Our name was not on the initial list but Kathy contacted the State Chancellor's Office.</p> <p>Honors Luncheon and Etiquette Luncheon on Thursday, April 27, 2017.</p>	

<p>Next meeting will be May 9, 2017, at 1:00 p.m. in CCR 233</p>	<p>Meeting adjourned at 2:46 p.m.</p>	
<p><b>Mission Statement</b> 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><b>Vision Statement</b> 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><b>Institutional Values</b> Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>