

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: May 22, 2018
Time: 1:00 p.m.
Location: CCR 233**

Members:

Mike Strong, Chair
Denise Allen
Brandi Mello=**A**
Mark McConnell
Patricia Menchaca=**A**

Georgina Nunez=**A**
Kevin Palkki=**A**
Gio Sosa=**A**
Rebeccah Warren-Marlatt
Keith Wurtz
CTA Representative (Denise Allen)

A=ABSENT

TOPIC	DISCUSSION	Further Action
Approval of Minutes for May 8, 2018	The minutes for May 8, 2018 were approved as revised.	
In-Service Day – Keith	Keith provided a draft agenda for Fall In-Service day. After discussion, it was decided that we would serve the continental breakfast from 8:00-8:30 and start the program at 8:30. We would add another 10-15 minute break during the Key Note Speaker.	Keith will revise draft for distribution.
PPR Priorities – Keith	This year the Program and Planning Review Committee organized all requests by budget category and then prioritized within that category. This allowed for a disaggregated product. The committee finished on Monday, the President’s Cabinet began reviewing yesterday. They will complete their review during the summer and it will be placed on the Crafton Council agenda in August. Once reviewed by Crafton Council, it will be sent out to the campus.	Place item on 08-28-18 agenda
Program Definition	Academic Senate has reviewed this document and approved it. Denise suggested forwarding it to Planning and Program Review Committee to review the program definition. One issue that Denise brought up is some programs have been combined for various reasons. In the future these programs may need to be separated, PPR reviews requests to create, combine, and separate programs each year.	Keith will add the definition of programs to the PPRC agenda for fall 2018.
Program Initiation	Academic Senate has reviewed and recommended this document for use for program initiation. Crafton Council agreed that the program initiation document will be used to develop programs. Denise requested that she be allowed to modify the formatting of the document to facilitate the ease of use with the document and Crafton Council agreed.	Place item on 08-28-18 agenda

IEPI Visit – Keith	The plan has been drafted for the Enrollment Management portion of the work plan and was presented to Academic Senate. The Resource allocation piece was also discussed. The draft plan has been given to Matthew Lee and Marilyn Brock to review. Once we receive their comments, we can finalize the document and move forward with improvements to instructional spaces over the summer, and faculty chair training. In addition, Crafton will look at consultants to work on the Resource Allocation Model documentation.	
On-Campus Postings – Larry Cook	Academic Senate did not discuss the draft Posting Policy at their last meeting and it has been postponed to Fall. They will look at it again in the Fall and then it will come back to Crafton Council for approval. Denise also suggested we add some language that whomever posts items, is also responsible to remove it in a timely matter.	Mark will add to the Plenary agenda on 08-09-18 and Cyndie to add to Crafton Council agenda for 08-28-18.
Announcements - All	Commencement is Friday, May 25, 2018. All three Vice Presidents will be representing the college in lieu of the president.	
Next meeting will be August 28, 2018 at 1:00 p.m. in CCR 233	Meeting adjourned at 2:00 p.m.	
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.	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.	Institutional Values Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.