

**Crafton Hills College  
Crafton Council  
Committee Minutes**

**Date: November 27, 2018  
Time: 1:00 p.m.  
Location: CCR 233**

**Members:**

**A=ABSENT**

Audre Levy, Chair=**A**      Patricia Menchaca  
Denise Allen                      Kevin Palkki  
Valerie Johnson                Gio Sosa=**A**  
Brandi Mello=**A**                Mike Strong  
Mark McConnell                Rebecca Warren-Marlatt  
Meridyth McLaren=**A**        Keith Wurtz

TOPIC	DISCUSSION	Further Action
Approval of minutes for October 23, 2018	The minutes for October 23, 2018 were approved as written.	
Add Agenda Items	<p>The Crafton Council committee agreed to add the following agenda items:</p> <ul style="list-style-type: none"> <li>• Program Discontinuance – Denise Allen</li> <li>• IEPI Update - Keith</li> </ul>	
Bond Update/Next Steps - Mike	<p>The District is putting together the bond series and determining if we will sell multiple small bonds or have one big one. The Bond Oversight Committee meets tomorrow. Next steps include determining how to package projects and the schedule and what delivery method we will utilize: design-bid-build (what we have used before) or design-build. Mike indicated it will be 2020 before we see new construction at CHC. We looked at the district-wide Facilities Master Plan Project List based on the 2017 Facilities Master Plan document. The items listed are in alphabetical order, not priority. Based on the PPR, our #1 project is the PAC and our #1 priority is the Enriched Environment for Student Activities which gets rolled into the various projects. `</p> <p>It was suggested that Crafton revisit the priority for some items that have been on the list a long time including the new gym and soccer field which would attract more students, and the projects to renovate instructional spaces.</p> <p>Denise asked about demolishing and rebuilding the PAC vs. renovating the PAC. Mike indicated the general thought is if the renovation costs are more than 2/3 of replacement costs, then replacement is warranted.</p>	
Print Shop - Mike	The Print Shop will be moving to the old bookstore building. Their lease at the current location has been extended until summer 2019. The building renovation will take place in Spring 2019, they will move in during the summer and will be functional here for Fall 2019.	

<p>FCC Auction Proceeds – Mike</p>	<p>On April 12, 2018, The Board of Trustees approved an allotment of \$3,029,000 from the FCC auction proceeds to be used by CHC at our discretion. The funds have no restrictions. The CHC Budget Committee met and put together the following guidelines which they are recommending to Crafton Council:</p> <ul style="list-style-type: none"> <li>• Utilize funds for one-time expenses identified and prioritized in Planning and Program Review.</li> <li>• Utilize as seed funding for initiatives/programs that will increase college revenues.</li> </ul> <p>Initially \$350,000 will be reserved for immediate use in the 2018/2019 FY to fund the prioritized one-time expenses in Planning and Program Review. The remainder will be invested and the interest would be used to perpetually fund college needs in accordance with the above guidelines. It is not the intention to use the principle but this may be revisited if the need arises.</p> <p>The next step is to take this to Academic Senate for review and once completed, it will return to Crafton Council for approval.</p>	
<p>Program Discontinuance - Denise</p>	<p>Denise presented the CHC Program Discontinuance Process policy for review. It has been previously approved by Academic Senate but the wording included the program initiation. Program Initiation has been removed and made into a separate policy. Academic Senate has reviewed and approved the new Program Discontinuance policy.</p> <p><b>By consensus,</b> Crafton Council approves the Program Discontinuance policy for CHC.</p>	
<p>College Promise Update - Rebecca</p>	<p>The CHC College Promise task force has met several times and included administrators, faculty and classified staff. The program was presented to Crafton Council, Academic Senate, Classified Senate, Student Senate and several times to the Student Services Council. The CHC Promise program was set up to align with the District Promise proposal to San Manuel so there would be a seamless integration.</p> <p>Originally the Board allocated \$10 million from the FCC Auction Proceeds to be put in trust to fund the promise programs at both colleges. Now the District is looking to request funds from San Manuel to match our allocation amount.</p>	
<p>IEPI Update - Keith</p>	<p>The PRT Committee has selected December 4, 2018 for their final visit. The Enrollment Strategies committee put together the status report which was submitted on 11-20-18. Keith is bringing it to Crafton Council as an information item. Mark will submit to Academic Senate as an information item at their next meeting.</p>	

<p>Announcements - All</p>	<p>Mike indicated that the Crafton Hills Three Peaks Challenge at the Redlands Family Services food Drive on Saturday 11-10-18 collected over 24,000 pounds of food.</p> <p>The CHC Holiday luncheon will be on Wednesday, December 5, 2018 at 11:300 in the Crafton Hall.</p> <p>Kevin announced that he was very pleased to see Valerie Johnson present at the CCLC Conference.</p> <p>The newly selected CHC president is Dr. Kevin Horan and he will be starting employment on January 7, 2019.</p>	
<p>Next meeting will be December 11, 2018 at 1:00 p.m. in CCR 233</p>	<p>Meeting adjourned at 2:15 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>