

**Crafton Hills College  
Crafton Council  
Committee Minutes**

**Date: November 12, 2019  
Time: 1:00 p.m.  
Location: CCR 233**

**Members:**

Kevin Horan, Chair  
Joe Cabrales for VPSS=**A**  
Kirsten Colvey for  
VPSS=**A**  
Mark McConnell  
Julie McKee=**A**  
Meridyth McLaren

Brandi Mello  
Kevin Palkki=**A**  
Gio Sosa  
Mike Strong=**A**  
Keith Wurtz  
Elijah Gerard=**A**

**A=ABSENT**

TOPIC	DISCUSSION	Further Action
Approval of minutes for October 22, 2019	The minutes for October 22, 2019 were approved as written. Motion by Mark McConnell, seconded by Keith Wurtz. Unanimous approval.	
Project Reprioritization – Kevin	Dr. Horan reported that he has submitted a proposal to Jose Torres to increase CHC’s allocation from 20% to 36%. If approved, our allocation amount would increase from 94 million to 171 million.	
Planning and Program Review Prioritization Review – Gio	<p>The Planning and Program Review Committee met earlier in the year and made their recommendations for the priority list of the PPR requests. The President’s Cabinet has met, reviewed them and made no additional changes to the existing list.</p> <p>The next steps include Gio drafting a letter from the president to the campus and Dr. Horan sending out to the campus.</p>	Gio to draft letter for campus
Organizational Handbook - Gio	<p>Gio indicated that one change has been made to the Organizational Handbook. All charges and membership lists for each committee will be found only on the committee’s webpage. The issue has been that they were in two places (both the committee webpage and the Organizational Handbook) and there were inconsistencies. There is simply a link to the committee webpage in the Org Handbook.</p> <p>If any of the committees that report to Crafton Council elect to change their charge or membership list, they must first submit these to Crafton Council for approval. Once approved, the president’s office will be responsible to update their charge/membership list on the committee’s webpage.</p>	
Campus Climate Survey - Gio	The Campus Climate Survey was sent out in Fall 2018 to the entire campus. In 2016 we had low responses. This time we reduced the length of the survey (from over 100 questions to 84) and we received a much higher response rate. The Did You Know newsletter gives an executive summary of the data generated by these responses. The summary of results are	

<p>Campus Climate Survey (continued)</p>	<p>placed into specific areas. The IEAOC will re-review the summary data and develop action steps to make improvements.</p> <p>Some of the highlights for the various areas include:</p> <p>Inclusiveness: One of the suggestions was creating a mentor program for new faculty. The Professional Development committee is putting together a year-long training for new faculty. Another suggestion was having a Center for Diversity. Keith would like to put together a group meeting to brainstorm ideas on how to accomplish this.</p> <p>Planning and Program Review: One of the suggestions was to help with developing budget plans for faculty/chairs. Training on developmental budgets occurred in the Fall 2019 Faculty Chairs meeting. Another suggestion was to include classified staff in the PPR process. Gio indicated that IERP will be putting together brief videos or additional training materials to better understand what PPR is and information about serving on a committee.</p> <p>Keith asked for future agenda items to discuss many of the suggestions included on this survey. He also indicated that in the past we held open forums for people to ask questions and provide feedback on possible solutions to these issues. Kevin agreed this was a great idea.</p> <p>It was also agreed that we would allot 15 minutes during Fall 2020 In-Service Day to complete the next Campus Climate Survey. It would be available in both print and a way to download the survey via cell phone. This would greatly increase the number of surveys received.</p> <p>In addition to the executive summary, a dashboard has been created that will have a full listing of all qualitative results. Diana Vaichis attended this portion of the meeting to explain open-ended responses which included any comments or suggestions related to the five campus facets.</p>	
<p>Review/Collect Information for Standard IV A4 and IV A5 - Keith</p>	<p>Standard IV A4: Faculty and academic administrators, through policy and procedures, and through well-defined structures, have responsibility for recommendations about curriculum and student learning programs and services.</p> <p>The committee discussed the standard, identified several items to include and listed the evidence available for our accreditation report.</p> <p>Standard IV A5: Through its system of board and instructional governance, the institution ensures the appropriate consideration of relevant perspectives; decision-making aligned</p>	

<p>Review/Collect Information for Standard IV A4 and IV A5 - Keith</p>	<p>with expertise and responsibility; and timely action on institutional plans, policies, curricular change, and other key considerations.</p> <p>The committee discussed the standard, identified several items to include and listed the evidence available for our accreditation report.</p>	
<p>Announcements - All</p>	<p>Keith stated he is working on two grants: AVID and AACU Guided Pathways. There will be a lot of free training opportunities coming soon. He will send out invites to get people to participate in workshops in spring. We will need to do 7 days of training and there is a small budget for subs.</p> <p>Brandi reminded everyone that the Classified Senate's Chili Cook-off is tomorrow at 11:30 in LRC 226.</p> <p>Mark reported that he just attended the Fall Plenary in Newport Beach. We had two representatives and SBVC had two representatives. They attended as many sessions as possible.</p> <p>Cyndie reminded everything that the next Three Peaks Challenge will be the Fall Food Drive on Saturday 11-16-19 at Redlands Family Services.</p> <p>Gio reported that CHC is partnering with Equifax to receive strong workforce wage and employment data so we can track where students go after CHC. Our contract with them is for one year.</p> <p>Kevin Horan announced that we received notification from State Chancellor Oakley regarding the student funding formula. It looks like they have found an additional \$95 million to fund those regions (including ours) that are being underfunded. This is great news.</p> <p>Kevin Horan reported the CHC Foundation has received notification of two lead gifts (one for \$30,000 and another for \$5,000). This will more than match what employees have pledged.</p>	
<p>Next meeting is 11-26-19, 1:00 p.m., CCR 233</p>	<p>Meeting adjourned at 1:59 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>