

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: December 10, 2019
Time: 1:00 p.m.
Location: CCR 233**

Members:

A=ABSENT

Kevin Horan, Chair=**A** Brandi Mello
 Joe Cabrales for VPSS=**A** Kevin Palkki-**A**
 Kirsten Colvey for
 VPSS=**A** Gio Sosa
 Mark McConnell Mike Strong
 Julie McKee Keith Wurtz
 Meridyth McLaren=**A** Elijah Gerard
 Ginger Sutphin

TOPIC	DISCUSSION	Further Action
Approval of minutes for November 12, 2019	The minutes for November 12, 2019 were approved as written. Motion by Keith Wurtz, seconded by Mike Strong. Unanimous approval.	
AP 3505 Emergency Response Plan - Mike	<p>The updated AB 3505 went to District Assembly for a first read last week. The item was pulled so that campus safety committees from both Crafton and SBVC can review and send their comments to the District Safety committee and then all changes will be taken back to District Assembly for a first read.</p> <p>Crafton’s Safety Committee met on Monday. Mike shared their requested updates. The committee agreed to leave all the emergency procedures in the AP for each type of situation.</p> <p>Crafton is in the process of resolving lock down capability and standardization for all doors. Currently doing inventory to see what additional doors need to be updated with the intent to report to the campus early in the spring.</p>	
Power Outage	<p>Mike reviewed what happened with the power outage. Everyone agreed that we received all the messaging including phone calls, texts and emails and was very happy with the updates. The only confusion was from the text sent on Wednesday regarding start time (one message said 11:30 and another said 12:00).</p> <p>Mike is itemizing losses across campus which include food loss at Queen Bean, lost experiments and some equipment was damaged as well. Mike estimates around \$30,000 in losses not including staff costs. He is going to submit a claim to Edison.</p>	Put on agenda for 1-28-20

Campus Climate Survey - Gio	<p>When analyzing the data received from the Campus Climate Survey on inclusiveness, a couple of patterns were uncovered.</p> <ul style="list-style-type: none"> • The number of responses received from classified staff were very low • There appears to be a lack of awareness on the topic of planning and program review • Classified staff feel a lack of inclusiveness in the PPR process 	
Campus Climate Survey - Gio	<ul style="list-style-type: none"> • When looking at the quantitative findings classified staff feel they have fewer professional development training opportunities versus other groups <p>In order to increase awareness, inclusiveness, and to work on these areas Gio has indicated:</p> <ul style="list-style-type: none"> • The December issue of "Did You Know" which is emailed to all employees was all about Planning and Program Review process to give more information to all staff. • Gio will talk with Rick Hogrefe and Keith Wurtz regarding Professional Development opportunities for classified staff versus other groups • Gio will put on the agenda for the PPR Committee to discuss ideas 	
Review/Collect Information for Standard IV A6 and IV A7 - Keith	<p>Standard IV A6: College has process to document and communicate decisions across the institution.</p> <p>Standard IV A7: The institution regularly evaluates its governance and decision-making structures. The results of these evaluations are communicated within the campus community.</p> <p>The institution uses the results of these evaluations to identify weaknesses and to make needed improvements.</p> <p>The committee discussed both standards, identified several items to include in the ISER and listed the evidence available for our accreditation report.</p>	
Announcements - All	<p>Mike indicated that 235 volunteers participated in the food drive at Redlands Family Services on 11-16-19. Crafton was the largest group. We processed over 23,000 pounds of food.</p> <p>Cyndie reminded everyone that the Crafton Holiday Reception is Wednesday 12-11-19 at 2:00-4:00 p.m. in Crafton Hall.</p> <p>Elijah stated the Student Senate has set aside funds for students who need extra money during the holidays. They can apply in the Student Life office.</p>	
Next meeting is 01-28-20, 1:00 p.m., CCR 233	Meeting adjourned at 2:18 p.m.	

<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>
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