

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: March 10, 2020
Time: 1:30 p.m.
Location: CCR 233**

Members:

A=ABSENT

Kevin Horan, Chair	Kevin Palkki= A
Mark McConnell	Tyrone Ross
Julie McKee	Gio Sosa
Meridyth McLaren= A	Mike Strong
Brandi Mello= A	Keith Wurtz
Delmy Spencer	Rosemarie Hansen

TOPIC	DISCUSSION	Further Action
Approval of minutes for February 25, 2020	The minutes for February 25, 2020 were approved as written. Motion by Keith, seconded by Julie. Unanimous approval.	
Resource Allocation Model - Mike	<p>The District Budget Committee has proposed a new Resource Allocation Model that needs collegial review from both colleges. The feedback will be discussed at the next District Budget Committee meeting on 4-16-20. The CHC Budget Committee will have a special meeting on 3-31-20 to review. Mike is bringing to Crafton Council today to review proposal, answer questions and have the members of Crafton Council take to their constituency groups for further discussion.</p> <p>This new allocation model uses the new State Funding components as follows:</p> <ul style="list-style-type: none"> • Crafton is a small college according to FTES (up to 10,000) • SBVC is a medium college according to FTES (up to 20,000) • Base Allocation is based on enrollment and is weighted 70% • Supplemental Allocation is based on student need and is weighted 20% • Student Success is based on number of students achieving various outcomes and is weighted 10% <p>Utilizing this new allocation model, the estimated funding for 2019-2020, Crafton’s allocation is 30.5% and Valley’s allocation is 69.5%. Very little change from the existing 30/70 split.</p> <p>After discussion several statements were noted:</p> <ul style="list-style-type: none"> • This model is not going to sustain CHC and not make us whole. Need a model that will make CHC self-sustaining • Concern that using this funding model which allocates funding solely on the metrics of the SCFF as a “pass through”, then CHC does not meet Standard III.D.1 and this could impact our accreditation again. Accreditation Standard III.D.1 states: 	

RAM (Continued)	<ul style="list-style-type: none"> ➤ Financial resources are sufficient to support and sustain student learning programs and services and improve institutional effectiveness. The <u>distribution of resources supports the development, maintenance, allocation and reallocation, and enhancement of programs and services.</u> The institution plans and manages its financial affairs with integrity and in a manner that <u>ensures financial stability.</u> • If the funding model does not change, CHC will continue to draw money from the reserves each year, which will likely cause the fund balance to be locked since the fund balance percentage cannot dip below 10% as set by the Board. • The District office budget and corresponding assessment to the colleges appears to be high at 19.26% (2019-20 FY) of the district-wide budget or 70.8% of CHC’s budget. A hard evaluation of essential district office expenses should be explored. Other college districts keep their District budgets between 10-13%. Our District is at 19+% with no boundaries. • CHC Budget Committee recommends a fixed cost study be completed to review economy of scale issues between the campuses and have some open discussion on where savings may be accomplished at all sites. • Possibly reduce the District assessment to CHC as we are a small campus • Possibly small college supplemental funding 	
Coronavirus and Communicable Disease Program - Kevin	<p>The District is following this very closely and we have put together a group to discuss a plan if further measures need to be taken. Per Michael Nguyen, Environmental Health and Safety Administrator for our District, at this time there are no plans to close, restrict travel of employees or eliminate large events.</p> <p>The State Chancellor’s Office has sent out information regarding temporary blanket Emergency Distance Education Addendum which satisfy the requirements included in Title 5. Keith is putting together a group to work on drafting letters to faculty, students if we have to close campus – we would be ready. Not all classes can go on-line i.e. PE, lab sciences, CTE, etc.</p> <p>Michelle will be posting FAQs on the CHC website.</p>	

<p>Safety Reporting On-Line Tool - Mike</p>	<p>Mike stated that the safety committee has created an on-line safety request form which would work similar to maintenance work orders. This would help by assigning the proper department review, follow-up and allow us to run reports.</p> <p>A safety related work request or concern may be submitted through CHC's online work request system located at: http://simka/mc_web/rapp_v12/rq_request_70.asp?i=y&fromapp=y Or by clicking on the "Submit Maintenance Request" link on the Facilities website. This link is only available from on-campus faculty and staff computers.</p>	<p>Mike will send out the link to the campus</p>
<p>Review/Collect Information for Standard IV-A.2, IV-A.3, IV-A.4 and IV-A.5 - Keith</p>	<p>This item was tabled until next meeting. Everyone was asked to read through the standards and if they have any feedback prior to our next meeting, to email Keith directly.</p>	<p>Place on agenda for 3-24-20 meeting</p>
<p>Announcements - All</p>	<p>Tyrone stated he and several other students attended the A2MEND 13th Annual African American Male Summit conference in Los Angeles. He indicated it was a great experience and thanked the president's office and student services for the opportunity to attend.</p> <p>Julie thanked the CHC Foundation for sponsoring a field trip for her sociology class to the San Juan Capistrano mission last Saturday.</p>	
<p>Next meeting is 03-24-20, 1:30 p.m., CCR 233</p>	<p>Meeting adjourned at 2:29 p.m.</p>	
<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>