

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: May 12, 2020
Time: 1:30 p.m.
Location: ZOOM Meeting**

Members:

A=ABSENT

Kevin Horan, Chair	Kevin Palkki
Mark McConnell	Tyrone Ross= A
Julie McKee	Gio Sosa
Meridyth McLaren	Mike Strong
Brandi Mello	Keith Wurtz
Delmy Spencer	Elijah Gerard= A
	Brandi Bailes
	Cynthia Hamlett
	Melissa Oshman

TOPIC	DISCUSSION	Further Action
Approval of minutes for April 28, 2020	The minutes of April 28, 2020 were approved as written. Motion by Keith, seconded by Mike. Unanimous approval.	
Corvid-19 Update – Kevin	Everything will be predominately on-line for Fall. There is still a deep concern about personal health and safety for our students and staff. If there are any measures of social distancing still in place, many classrooms can't accommodate. We want to give the students information up front and not make changes in the middle of the semester.	
Accreditation Update ISER – Keith	<p>The Accreditation Institutional Self-Assessment Report (ISER) has been approved by all senates. The final report was submitted to Crafton Council for approval.</p> <p>Motion by Keith, seconded by Julie. Unanimous approval. This will be sent to Board of Trustees for first and second reads and will be submitted to ACCJC on 8-14-20.</p>	
Emergency Remote Instruction Task Force - Keith	<p>The Emergency Remote Instruction task force was formed to address emergency situations both current and future. They created a document which summarizes the difference between distance education (DE) and emergency remote instruction (ERI), establish some basic expectations for each, and establish guidelines for successful implementation of emergency remote instruction.</p> <p>Brandi and Cynthia spoke about the ERI task force. Brandi wanted to clarify that the task force will set up training for faculty when needed.</p>	

Emergency Remote Instruction Task Force – (continued)	<p>The task force is defined as a shared governance ad hoc committee which requires approval of Crafton Council. This task force will meet on an as needed basis.</p> <p>It was moved by Keith that this task force be added as a shared governance ad hoc committee and seconded by Delmy. Unanimous approval.</p>	
Guide to Prioritizing Sections – Keith	<p>The Guide to Prioritizing Sections was voted on by Academic Senate and approved as is. There was one concern by TL Brink which he asked about whether we should label priority #2 as #1 as well.</p> <p>Currently it states: The Enrollment Strategies Committee recommends the following priority at Crafton Hills College:</p> <ol style="list-style-type: none"> 1. Courses required for Associates Degrees for Transfer or Associate Degrees <ul style="list-style-type: none"> • Courses required for transfer level math and English • Courses required for transfer, but not in a degree or certificate 2. Courses required for Career-Technical degrees or certificates and any other credit certificates <p>After discussion, it was agreed to adopt this guide as written and approved by Academic Senate. Motion by Kevin, seconded by Julie. Unanimous approval.</p>	
Student Success and Equity Committee – Keith and Delmy	<p>Keith and Delmy presented that we will be combining the Basic Skills committee and the Student Success Committees and have presented the charge and membership for approval by Crafton Council.</p> <p>After discussion the following changes were made:</p> <ul style="list-style-type: none"> • Mark asked that we include one member of Academic Senate which could also be one of the six faculty members (minimum only). • Kevin Palkki asked that the one CSEA representative can be from any division. • Kevin Horan asked that the name of this new committee be Student Equity and Achievement Committee <p>It was moved by Keith to adopt the new Student Success and Achievement Committee as changed. Seconded by Mark. Unanimous approval.</p>	
CHC Tech Plan - Melissa	<p>Melissa is bringing the CHC Tech Plan to Crafton Council for the second time. There were a couple of minor changes since we reviewed it. After discussion, it was moved by Mike and seconded by Keith to approval the plan as written. Unanimous approval.</p>	
Committee Self Evaluations – Gio	<p>This was completed last meeting.</p>	

<p>Announcements - All</p>	<p>Meridyth reported that SBCTA officer elections have been completed and they are finishing up negotiations this week.</p> <p>Mike reported that CHC has submitted our developmental budgets including categorical budgets. We are waiting for the Governor's May revise of the State Budget.</p> <p>Kevin Palkki stated the theater department had their one act show extravaganza last weekend. So far 1800 views and nine hours of new works has been posted on YouTube.</p> <p>Delmy reported that her division has been working hard on transitioning hard copy to on-line and will continue over the summer.</p> <p>Cynthia Hamlett reported working on templates for teaching remotely to help instructors plug in their stuff and some training ideas for fall for both distance education and professional development.</p> <p>Melissa reported that Technology Services continues to check out laptops to faculty and staff and additional monitors that are now available. She reminded us that staff need to request through their managers. Also working on solutions for students in the CIS and graphic design to provide software in a virtual environment to access remotely.</p> <p>Brandi Mello reported that E-Board and Senators will be voted on next week. There will be no transfer luncheon and they are planning on doing a video for the students.</p> <p>Mark reported that Academic Senate approved the accreditation document.</p>	
<p>Next meeting is 08-25-20 at 1:30 p.m.</p>	<p>Meeting adjourned at 2:05 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>