

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: August 25, 2020
Time: 1:30 p.m.
Location: ZOOM Meeting**

Members:

Kevin Horan, Chair
Brandi Bailes, AS Pres
Jake Fuller, SS Pres
Alex Jaco, Classified Rep
Julie McKee, AS VP
Meridyth McLaren, CTA
Delmy Spencer, VPSS

Kevin Palkki, CSEA Rep=**A**
Gio Sosa, Dean IERP
Mike Strong, VPAS
Keith Wurtz, VPI
Vacant, President Elect/Past President, Academic Senate
Rosemary Hansen, CSEA

A=ABSENT

TOPIC	DISCUSSION	Further Action
Welcome – Kevin H.	Last year this committee agreed that if 3 or the 4 constituency groups are represented (management, faculty, classified, student), then we have a quorum. With all four groups represented on this zoom meeting, we have quorum. It was agreed that we would continue with this quorum model.	
Committee Chair Training – Gio	Gio chaired the Committee Chair Training for 2020-2021 at noon today. There was discussion about how to enhance information shared across campus. A task force was formed including Gio, Jake, Breanna Andrews and Ericka Paddock to discuss committee email addresses.	
Approval of minutes for May 12, 2020	The minutes of May 12, 2020 were approved as written. Motion by Julie, seconded by Keith. Unanimous approval. Jake abstaining.	
Crafton Council Charge – all	The committee asked for time to review the Crafton Council charge and asked to put this on the next agenda for discussion.	Add to 09-08-20 agenda
CHC Organizational Handbook – Gio	Gio has a draft of the CHC Organizational handbook. It will be emailed to everyone to review. There have been some committee changes. Please send all suggested changes to Gio prior to the next meeting.	Add to 09-08-20 agenda
PPR Priorities for 2020-2021 – Gio	<p>This item was tabled until the PPR committee meets and makes its recommendations.</p> <p>Kevin H. indicated that the PPR timeline does not align with the fiscal spending and budget deadlines. The PPR Committee will be reviewing this as well.</p>	To be placed on future agenda
Final Budget Update-Mike	<p>The District Budget Committee met and it they are projecting a \$4,263,341 deficit for 2019-2020. Mike noted that line 41 shows the District Assessment. At the beginning of the year it was 19.2% and at the end of the year it was 20.58%. This represents an additional \$1,000,000 spending.</p> <p>Crafton had a budget of \$31.3 million and we are projecting to spend \$29.4 million.</p>	

<p>Final Budget Update – Mike (continued)</p>	<p>Fiscal Services came up with 3 scenarios on possible income from the State. The middle case scenario is being used for the final SBCCD 2020-21 budget. This budget includes a -.35% anticipated “deficit factor;” meaning that revenues from the state are expected to be reduced by .35%. The fund balance at the end of 2020-21 is projected to be 17.86%.</p> <p>Mike also indicated that last year the CHC Budget Committee drafted Principles and Guidelines for Budget Increase or Reduction. Mike will be taking this to all senates for review. He would like to get feedback for the October Budget Committee meeting.</p>	
<p>Announcements – All</p>	<p>Brandi stated that Ericka Paddock will be working on a talent show since we have so many talented employees.</p> <p>Alex indicated that Classified Senate will be holding their monthly meetings on the second Friday of each month from 2:00-3:30 p.m. and there will be a second meeting for the senate on the 4th Friday of the month mostly to do committee reports or announcements.</p> <p>Mike gave a brief COVID update: we have posted signs in the buildings including elevators about wearing a mask, social distancing, hand washing, etc. Sneeze guards have been installed in the library, Student Services areas and the bookstore. We have distributed PPE for classes in session that includes labs. We have face shields for instructors and gloves, masks and hand sanitizer for students and employees.</p> <p>Meridyth asked if we are taking student’s temperature and who is responsible to complete this task. Keith indicated that students in Fire Academy and EMS are taking temperatures but not sure who is completing the task. Rosemary stated that during the summer it was faculty and classified lab techs who took student temperatures. Kevin will relay concerns to District Human Resources.</p> <p>Keith announced that the ERI (Emergency Remote Instruction) task force will be meeting on Friday and will also have a campus wide meeting on Friday.</p> <p>Michelle and Kevin announced that we have 70 members of President’s Circle which is double what we had last year. Also Kevin announced last Fall the start of a challenge campaign to raise one million dollar endowment for the Foundation by our 50 anniversary in 2022. As of today we have raised \$513,000 so we are over half way there!!!</p>	
<p>Next meeting is 09-08-20 at 1:30 p.m.</p>	<p>Meeting adjourned at 2:30 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>
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