

**Crafton Hills College  
Crafton Council  
Committee Minutes**

**Date: September 22, 2020  
Time: 1:30 p.m.  
Location: ZOOM Meeting**

**Members:**

**A=ABSENT**

Kevin Horan, Chair	Kevin Palkki, CSEA Rep
Brandi Bailes, AS Pres	Gio Sosa, Dean IERP
Jake Fuller, SS Pres	Mike Strong, VPAS
Alex Jaco, Classified Rep	Keith Wurtz, VPI
Julie McKee, AS VP	Vacant, President Elect/Past President, Academic Senate
Meridyth McLaren, CTA	
Delmy Spencer, VPSS	

TOPIC	DISCUSSION	Further Action
Approval of minutes for August 25, 2020	The minutes of August 25, 2020 were approved as written. Motion by Keith, seconded by Brandi. Unanimous approval.	
Review Meeting Agenda and Minutes template – Brandi	Brandi shared the updated meeting agenda and minutes template that Academic Senate is using. This doesn't need to be approved by Crafton Council. This is an information only item.	
Committee Self-Evaluation Results from 2019-2020 – Gio	<p>Gio reviewed the consolidated survey results for all committees looking for patterns. The two areas of concern are the communication flow to and from constituency groups and the training or mentoring of new members. Each of these items received lower scores on the survey forms. These are items that we should look at to help committees achieve success.</p> <p>The survey is really designed for shared governance committees. Alex asked if we could include a question on how easy is it to participant in this committee? Mike suggested that Alex include discussion at the next Classified Senate meeting about importance of participating on committees. Kevin H. previously reminded the managers that it was important for classified to participate in committees.</p> <p>It was suggested that the second to last committee meeting of the year to set aside some time for the committee members to complete the survey. Also the Committee Chair can send out an email to these members who were not present to remind them to complete the survey. This would help in participation.</p> <p>The survey results for Crafton Council followed the general trends of the consolidated survey. We had good participation in the survey.</p>	
Crafton Council Charge – all	The committee made several revisions to the Charge. A new draft of the charge will be added to next meeting for review and approval.	Add to 10-13-20 agenda

<p>CHC Organizational Handbook 2020-2021– Gio</p>	<p>Gio presented the updated CHC Organizational handbook for review and approval. Moved by Keith, Seconded by Brandi.</p> <p><b>By consensus</b>, Crafton Council has approved the CHC Organizational Handbook for 2020-2021.</p>	
<p>Update on PPR Priorities 2019-2020 - Mike</p>	<p>Mike stated that in 2019-2020 we spent \$336,0000 in PPR projects. There were 252 objectives requesting funding and this represents 141 objectives funded or partially funded.</p> <p>The Budget Committee invested the balance of our FCC Auction monies (approximately \$2.7 million) into the PARS Trust Fund. Any interest received could be used to fund one-time expenses identified and prioritized in Planning and Program Review. This year we have received \$173,750 in interest. The committee discussed how much of the \$173,750 do we want to take out. After discussion, it was agreed that we would take \$130,000 out and leave the rest. We will review the PPR list and see what should be included and if there is any leftover funds, return it to the fund.</p> <p>Due to market fluctuations it is impossible to predict what the unrealized gains (interest) we will receive next year.</p> <p><b>By consensus</b>, Crafton Council has approved transferring \$130,000 from our PARS Trust Fund to fund some of the one-time expenses on the current PPR list.</p>	
<p>Accreditation Team Visit Update - Keith</p>	<p>Keith stated we have been communicating with our ACCJC accreditation site visit team. They have requested a welcome meeting on 10-12-20 at Noon; an open forum on 10-13-20 at 5:00 p.m.; an open forum on 10-14-20 at 11:00 a.m.; and an exit presentation on 10-15-20 at 11:00 a.m.</p> <p>The president and vice presidents are not allowed to participate in the open forums. Gio will be our local host. We encourage committee members to participate and report out to their constituency groups.</p>	
<p>Announcements – All</p>	<p>Kevin P. stated that there will be some upcoming theater shows. The dates have not been determined yet.</p>	
<p>Next meeting is 10-13-20 at 1:30 p.m.</p>	<p>Meeting adjourned at 2:47 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>