

**Crafton Hills College  
Crafton Council  
Committee Minutes**

**Date: August 24, 2021  
Time: 1:30 p.m.  
Location: ZOOM Meeting**

**Members:**

**A=ABSENT**

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

TOPIC	DISCUSSION	Further Action
Approval of minutes for May 25, 2021	The minutes for 05-25-21 were approved as written. Motion by Keith, seconded by Brandi. No abstentions. Unanimous approval.	
Review of Crafton Council Charge – all	The Crafton Council committee charge was reviewed and no changes were requested. Brandi indicated that Academic Senate may want to revise the titles of their faculty membership and requested to be put on a future agenda in November.	Put on agenda for 11-9-21
Facilities Master Plan – Mike	Mike brought the committee up to speed on the revised Facilities Master Plan timeline. He presented the final draft today and highlighted the changes that we are requesting. Mike asked that each senate take this information to their constituency group for review and discussion. Mike asked this be placed on the next agenda for each senate and indicated that he is available to speak at their meeting to answer questions and give information. After the senates review it, it will come back to Crafton Council for approval. The next step is to present to the Board Finance Committee and then to the Board of Trustees for approval.	Put on agenda for September
Mission, Vision and Values – Gio	Gio reported that he has sent the final draft of the Mission, Vision and Values that was approved by Crafton Council in May to all the senate presidents and asked that each senate take this information to their constituency group for review and discussion. Gio asked this to be placed on the next agenda for each senate. After the senates review it, it will come back to Crafton Council for approval and sent out to the campus for additional feedback before going to the Board of Trustees for approval.	

<p>Committee Assignments – Gio</p>	<p>The draft of the current committee assignments list for 2021-2022 was reviewed. Gio and Brandi discussed the chair training for this year and was interested in implementing some minor changes to help enhance participation for senate members in all committees and make people more aware by adding two buttons on the committee page.</p> <ul style="list-style-type: none"> <li>• Join</li> <li>• Attend</li> </ul> <p>By clicking on join, you are requesting to be a member of the committee and an email would be sent to the chair of the committee so you are added to the membership.</p> <p>By clicking on attend, you would receive a calendar invite for the next meeting and you could attend even if you are not a member of the committee/voting member.</p> <p>Instead of the excel spreadsheet, we would set up a database to keep the information, allow us to run reports, and send emails to the department chairs and senate presidents. Gio will work with Michelle and Kristi to put these changes in place.</p>	
<p>Diversity &amp; Equity Hiring Strategies – Keith</p>	<p>After going through last years recruitment process, Crafton wanted to have a more intentional approach to recruitment to include diversity and equity in our hiring process to implement in future recruitments. Keith reviewed lots of data and came up with some strategies:</p> <ul style="list-style-type: none"> <li>• Emails to potential candidates</li> <li>• Marketing campaign</li> <li>• Revise job announcements to include diversity and equity statements</li> <li>• Revise the diversity statement prompt in the application</li> <li>• Develop a rubric to better evaluate the candidates answer by <ul style="list-style-type: none"> <li>➢ Their understanding of diversity and equity</li> <li>➢ Their experience</li> <li>➢ What plans they have to advance this if hired</li> </ul> </li> </ul> <p>Keith will contact all the senates to work on it. The district will be hiring a new position, Director of Diversity, Inclusion and Equity. This individual is key to developing the new processes and rubric for future recruitments.</p>	
<p>Announcements – All</p>	<p>None</p>	
<p>Next meeting is 9-14-21 at 1:30 p.m.</p>	<p>Adjourned 2:30 p.m.</p>	

<p><b>Mission Statement</b></p> <p>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></p> <p>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></p> <p>Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>
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