

**Crafton Hills College  
Crafton Council  
Committee Minutes**

**Date: March 8, 2022  
Time: 1:30 p.m.  
Location: ZOOM Meeting**

**Members:**

**A=ABSENT**

Kevin Horan, Chair	Brandice Mello, Classified Pres
Brandi Bailes, AS Pres	Delmy Spencer, VPSS
Sean Ceballos, Student Senate Rep	Gio Sosa, Dean IERP
Julie McKee, AS VP	Dave Stevenson, CSEA Rep= <b>A</b>
Meridyth McLaren, CTA= <b>A</b>	Mike Strong, VPAS
	Keith Wurtz, VPI
	Vacant, President Elect/Past President, Academic Senate
	Rebecca Abeyta, Classified Rep
	Cheryl DiBartolo, AS VP

TOPIC	DISCUSSION	Further Action
Approval of minutes for February 22, 2022	The minutes for 02-22-22 were approved as written. Motion by Keith, seconded by Brandi. No opposition. No abstentions. Unanimous approval.	
Equity Work and Initiatives – Delmy and Keith	<p>Keith gave presentation on current DEI instructional strategies:</p> <ul style="list-style-type: none"> <li>Recruitment to increase diversity of applicant pools. We have sent emails to individuals at institutions communicating that Crafton is looking for diverse applicant pool</li> <li>Development of equity question to be given to applicant once they are selected for an interview and then do a written response. Created a rubric for current recruitments.</li> <li>Improved implementation and use of adverse impact analysis</li> <li>Classroom DEI training</li> <li>Provided disaggregated data by course success to instructors by ethnicity.</li> <li>Classroom DEI training in 2022-2023 for 15-30 teaching faculty</li> <li>One Book/One College have books included in curriculum, conduct trainings, guest speakers and activities throughout the year for all staff.</li> <li>Leading from the Middle Course Outline of Record DEI project working to incorporate diversity, equity and inclusion into course outlines as well as syllabi.</li> <li>Guided Pathways task force is evaluating DEI in career and academic pathways.</li> <li>Applied for Calculus Equity grant to remove disproportionate impact for African American and Latinx students.</li> </ul>	

<p>Equity Work and Initiatives (continued)</p>	<ul style="list-style-type: none"> <li>• Revised the PPR to include and address DEI in the curriculum and in the achievement measures</li> <li>• Participated in USC Race and Equity Center training for 60 employees during 2020-2021. Will continue during 2021-2022.</li> </ul> <p>Brandi would like to see syllabi changes run by Academic Senate so they can put in Faculty Handbook.</p> <p>Delmy gave presentation on current DEI efforts, starting with College Highlights:</p> <ul style="list-style-type: none"> <li>• Tagline "Let's Go"/"Adelante" in English and Spanish to help students feel a sense of belonging.</li> <li>• Diverse marketing campaign to help cultivate a welcoming environment</li> <li>• Admin Services has taken an active role in creating a welcoming environment for students: <ul style="list-style-type: none"> <li>➤ Food Pantry</li> <li>➤ Student Lounge Project</li> <li>➤ Wall Art</li> </ul> </li> </ul> <p>Student Services Strategies:</p> <ul style="list-style-type: none"> <li>• Student Services working with the State Chancellor's office on a streamlining project, working with disaggregating data for services offered, review the data and identify inclusion strategies.</li> <li>• Gathering disaggregated data in Counseling that showed who comes to Counseling and the University Transfer Center, who participates in workshops, and provide more targeted outreach, work closely with local adult schools.</li> <li>• Discussing outreach strategies with Student Senate for our Asian student population as well as the newly formed Asian Pacific Islander Association (APIA) to address our SEP</li> <li>• We have coordinated over 51 cultural events to cultivate a safe and welcoming environment for all.</li> <li>• Participate in cultural conferences: A2MEND, HACU and Asian Pacific Americans on Higher Education.</li> </ul> <p>Student Equity 2.0:</p> <ul style="list-style-type: none"> <li>• Plan prioritizes the use of data and research to inform and evaluate the effectiveness of activities</li> <li>• Plan included activity to research the gaps that exist to deepen the understanding of why DI exists</li> <li>• Doing more activities that are race centered/race specific (focus on specific racially minoritized student populations rather than on all students).</li> <li>• Adopt equity minded language</li> <li>• Approach to including entire campus to develop equity activities and wants to institutionalize the equity work</li> </ul>	
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	<ul style="list-style-type: none"> <li>Align equity planning with Vision for Success</li> <li>Based on feedback, need to do a better job communicating out all the things we are doing. Need to recognize people and how we are making improvements in Student Success metrics.</li> <li>Created a info graphic that identifies the workflow so not all committees are addressing everything.</li> </ul> <p>Need to add Caring Campus and BIT to presentation.</p>	
Progressing Towards Post Pandemic - Brandi	<p>Brandi talked about how we exit the pandemic and how we move forward. We currently have very low levels of engagement (no formal congratulations, no formal goodbyes) and we need to look at ways to not to increase burn-out and strain on employees. There was a missed opportunity when we returned back to campus since no event to get together and engage each other. We need to re-instill the value of governance and not sure how to move forward. We need to have tables set up where the students are instead of making the students come to us. After discussion, several ideas were shared:</p> <ul style="list-style-type: none"> <li>Rebecca says counselors can go downstairs and be accessible instead of making the students go upstairs to Counseling</li> <li>Sean said it would be great to have a info both at the Club Rush event on 3-16-22</li> <li>Need more opportunities for relaxed get togethers to draw people back together</li> <li>Need to rebuild relationship with each other</li> <li>Student Services has a (Re)Warming Welcome Party on 3-3-22</li> <li>Rebecca suggested having a "bring your own picnic" out on the lawn on a Friday. Can bring family and have lawn games.</li> <li>Release balloons</li> <li>Paint Rocks</li> <li>Scavenger Hunt</li> <li>End of year party after commencement (we had this in the past – organized by Academic Senate)</li> <li>Tailgate party at CHC athletic events</li> </ul>	
Membership Changes to Crafton Council, Educational Master Plan committee and Planning and Program Review Committee – Brandi	<p>Brandi indicated that the Academic Senate Executive Committee no longer includes the Past President/President Elect position. Instead, they have added a second Vice President position:</p> <ul style="list-style-type: none"> <li>Vice President of Support</li> <li>Vice President of Outreach</li> </ul> <p>This change effects membership lists for three committees:</p> <ul style="list-style-type: none"> <li>Crafton Council</li> <li>Educational Master Plan</li> <li>Planning and Program Review</li> </ul>	

<p>Membership Changes to Crafton Council, Educational Master Plan committee and Planning and Program Review Committee (continued)</p>	<p>The new membership list for Crafton Council is:</p> <ul style="list-style-type: none"> <li>• President</li> <li>• Vice President of Instruction</li> <li>• Vice President of Student Services</li> <li>• Vice President of Administrative Services</li> <li>• President, Academic Senate</li> <li>• Vice President of Support, Academic Senate</li> <li>• Vice President of Outreach, Academic Senate</li> <li>• <del>President Elect/Past President, Academic Senate</del></li> <li>• President, Classified Senate</li> <li>• CSEA representative</li> <li>• CTA representative</li> <li>• President, Student Senate</li> <li>• Dean of Institutional Effectiveness, Research &amp; Planning serves as a resource person as needed.</li> </ul> <p>The new membership list for Educational Master Plan Committee is:</p> <ul style="list-style-type: none"> <li>• Two Vice Presidents (VPAS, VPSS or VPI)</li> <li>• President, Academic Senate or designee</li> <li>• President, Classified Senate or designee</li> <li>• One CSEA representative</li> <li>• President, Student Senate or designee</li> <li>• <del>One Faculty from Planning and Program Review Committee</del></li> <li>• Director, Resource Development</li> <li>• <del>Three</del> four additional faculty</li> <li>• One Instructional Dean</li> <li>• Dean, Institutional Effectiveness, Research and Planning</li> </ul> <p>The new membership list for Planning and Program Review Committee is:</p> <ul style="list-style-type: none"> <li>• Two Vice Presidents (VPAS, VPSS or VPI)</li> <li>• <del>Vice President Academic Senate (co-chair)</del></li> <li>• Five six additional faculty (one designated as co-chair, at least one from Student Services and one is recommended from each of the instructional divisions)</li> <li>• One classified representative</li> <li>• One Student Senate appointee</li> <li>• Dean, Institutional Effectiveness, Research and Planning (co-chair)</li> </ul> <p><b>By consensus</b>, Crafton Council has approved the membership changes to Crafton Council, Educational Master Plan committee and Planning and Program Review committee.</p>	
COMMITTEE REPORTS:		

IRB – Gio	No report	
PPR - Gio	Wrapping up the four-year plans and transitioning to two-year plans.	
Professional Development – Keith	Have developed a new Classified Employee onboarding process and their next meeting is on 3-24-22. Working on a great teacher event with SBVC.	
Safety - Mike	Developed an on-line student injury reporting form so incidents can get reported to deans and Admin Services to review and possibly make improvements for safety on campus. Planning another evacuation drill in April and another training for building captains.	
Student Equity and Achievement – Delmy	Designed presentation on Student Equity Plan 2.0 and have identified two groups: LatinX and African American for persistence and transfer.	
Technology Planning – Mike	They meet quarterly. Last time they met was in September, did not have a December meeting. Next meeting is April.	
Public Comments	None	
Announcements – All	<p>The 50<sup>th</sup> Anniversary Gala will be held on April 21<sup>st</sup> 2022</p> <p>Foundation needs help reading scholarship applications. If you are interested, please reach out to Carrie Audet.</p> <p>There is a sunset hike tomorrow. It is 4.3 miles roundtrip and will include a 1,400 foot elevation gain.</p> <p>There will be a celebration on April 15, 2022, for the faculty that will achieve tenure this year:</p> <ul style="list-style-type: none"> <li>• Krista Ivy</li> <li>• Iris Kern-Foster</li> <li>• Danielle McCoy</li> <li>• Amanda Ward</li> </ul>	
Next meeting is 04-26-22 at 1:30 p.m.	<p>No meeting 3-22-22 due to Spring Break</p> <p>No meeting 4-12-22 due to In-Service day</p> <p>Adjourned 2:54 p.m.</p>	

#### **Mission Statement**

The Crafton Hills College mission is to change lives. We seek to inspire our students, support our colleagues, and embrace our community through a learning environment that is transformational. Crafton Hills College welcomes everyone and is committed to working with students from diverse backgrounds. The College has an exceptional learning environment built on a tradition of excellence, a talented faculty, a driven student body, a committed staff, with passionate leadership and community support.

#### **Vision Statement**

To empower the people who study here, the people who work here, and the people who live in our community through education, engagement and innovation.

#### **Institutional Values**

We rely on the following values to support our vision and mission:

*Respect:* To champion active listening and open dialogue within our community.

*Integrity:* To uphold honesty in our interactions and academic pursuits and maintain community collaboration.

*Diversity & Inclusion:* To promote a welcoming environment through equitable and antiracist practices in all aspects of our work.

*Innovation:* To actively grow and adapt to support our mission and vision through a willingness to embrace new perspectives and new ideas.

*Leadership:* To develop and inspire current and future leaders through professional development, mentorship, education, and experience.

*Sustainability:* To be a leader in our community by reducing environmental impact with practices that meet the needs of the present without compromising the future.