

**Crafton Hills College
Crafton Council
Committee Minutes**

**Date: October 25, 2022
Time: 1:30 p.m.
Location: CCR 233**

Members:

A=ABSENT

Kevin Horan, Chair	Meridyth McLaren, AS VP Support
Brandi Bailes, AS Pres	Kevin Palkki, Classified Senate President
Sean Ceballos, Student	Delmy Spencer, VPSS
Senate President= A	Gio Sosa, Dean IERP
Natalie Lopez, AS VP	Dave Stevenson, CSEA Rep
Outreach	Mike Strong, VPAS=
Julie McKee, CTA Rep	Keith Wurtz, VPI

TOPIC	DISCUSSION	Further Action
Review and approve minutes for October 11, 2022	The minutes for 10-11-22 were approved as written. Motion for approval of minutes made by Brandi, seconded by Meridyth McLaren. No opposition. No abstentions. Motion approved.	
PPR Finalization – President’s Cabinet Response - Gio	<p>At the end of every academic year the PPR committee and the President’s Cabinet gets together to reflect on changes and makes request or recommendations. Documents to be shared: Memorandum and 2021-2022 One-Time PPR Resource Requests-Funded Items. These documents will be shared with the Crafton Council members and then sent to the entire campus.</p> <p>Members were given copies of both documents.</p> <p>Suggestions and feedback by members:</p> <p>-Calling mask “theater mask”</p> <p>-Members have been told in the past if you want or need anything else, to put it in the PPR. Kevin states there needs to be discussions in all areas of what is ongoing or one time fund. If it needs maintenance it needs to go into their developmental budget. In the past they had to place the items in each year to get the items. PPR committee is working on item request process. Items specifically costing less than \$500 do not need to be placed in the PPR. Need to have more conversations of what the process looks like. It could end up having a lot of items in the departmental budgets. Members stated that they have been told repeatedly that if it is not in your department PPR then you can’t get the items.</p>	

<p>PPR Finalization – President’s Cabinet Response (continued)</p>	<ul style="list-style-type: none"> -Need to move personnel out of it completely. PPR does not apply to faculty positions. Need to have another process for faculty. -There are items that are older and continue to roll over, but not being used. Safety issues have been placed in the PPRs and are not being funded. -Would like budget committee to be involved with PPR committee and work together. -Members asked about the Campaign Feasibility Study and the \$48,000 allocated amount. It is a study that is required to do before doing a large campaign. Foundation needs this one-time investment funds from auction sales. All the funds raised go directly into the college to support students. Campaign Feasibility study \$48, 0000. 	
<p>Definition of Membership - Brandi</p>	<ul style="list-style-type: none"> -What do the membership lists mean? -Discussion was to have more classified staff to participate. Adding more seats so anyone can join doesn’t seem like a solution. -Would like to have the membership conversations again with the subgroup. Maybe wording “up to” or “at least”. How do we create an environment that is inclusive of all? Subcommittee level and top levels have two different definitions of what the membership lists are. A uniform approach is what is being sought. -Having two different definitions causes barriers, it makes it less transparent coming in. Does it create an equal vote? Specially must list “at least” to allow more people to join. -Share with chair committees that the membership lists are broader now. -Keith suggested drafting a committee draft that goes out to all committees, Diana can work on this. Classified members and students want to become members but can be difficult when those members do not attend. Brandi is suggesting we standardize our membership language with the governance committee. -One solution could be having an equal number of amongst the constituencies. -No action taken today. Next meeting, Gio and Kevin are going to propose a modified language to capture how each committee should define the membership lists. -Draft a proposal to share with members on definition of membership. 	

Student Equity Timeline – Delmy	<p>- Student Equity Timeline: Updated timeline and extension. Needs to be submitted on 12-16-22. Will take plan to Academic Senate on November 16 & 30th. The plan is to be finalized by October 31, 2022. Question asked: Should there be open forums for Equity plans? Keith suggested to do something in November in between senates.</p> <ul style="list-style-type: none"> • Student Equity and Achievement Committee October 3, 10, 17, 31 • Academic Senate November 16 and December 17 • Classified Senate November 18 • Student Senate November 18 and December 9 • Crafton Council – December 13 	
Future Agenda Items <ul style="list-style-type: none"> • Changing the CHC website by Guided Pathways 	-Add Josh for future agenda item Josh Robles and Brandi	
Committee Reports (monthly)		
<ul style="list-style-type: none"> • Budget Committee-Mike 	Budget did not meet in October but will meet again in November. No updates	
<ul style="list-style-type: none"> • Educational Master Plan-Kevin 	Discussions on we are moving forward with the 9 strategic action steps and are meeting today.	
<ul style="list-style-type: none"> • Enrollment Strategies-Keith 	Worked on EMP on goals and provided feedback. Are at above enrollment than last year, great job. Looked at the new improvised standard.	
<ul style="list-style-type: none"> • IEAOC-Keith 	Report the 2 nd Tuesday each month	
Public Comments	None	

Announcements - All	<ul style="list-style-type: none"> - Kevin P. announced next Monday classified senate holding Chili Cookoff. If anyone is interested can still sign up. Kevin asked if the 5k will be an annual event? Members stated that is hopefully the plan. -Mike announced November 12th is the Food Drive. -The library is reviewing the Canvas page that teaches students how to navigate the library page. CCCLibrary is a website where many colleges have added resources that will help students how to navigate the course catalog. - Gio will be sending an upcoming classified staff survey that will be launched in early November. -John Grounds won a scholarship. -Keith, approved a bachelor's program. 	
Next meeting is 11-08-22 at 1:30 p.m.	Adjourned 2:40 p.m.	

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.