

# Crafton Hills College

## Crafton Council

### Minutes

**Date: September 26, 2023**  
**Time: 1:30 p.m. – 3:00 p.m.**  
**Location: CCR 233**

#### Members:

A -Kevin Horan, Chair  
 A -Brandi Bailes, AS VP Support  
 A -Kevin Limoges, CSEA Second VP  
 A -Natalie Lopez, AS VP Outreach  
 Julie McKee, CTA Rep

Meridyth McLaren, Academic Senate Pres  
 Enggie Ocampo, Student Senate Pres  
 Karen Peterson, Classified Senate Pres  
 Delmy Spencer, VPSS  
 Gio Sosa, Dean IERP

Mike Strong, VPAS  
 Keith Wurtz, VPI

TOPIC	DISCUSSION	FURTHER ACTION
Review and approve minutes from 8-22-23 (no meeting on 9-12-23)	Minutes approved as written. Motion for approval of minutes made by Julie McKee, seconded by Meridyth McLaren. No opposition. No abstention. Motion approved.	
Review Charge change for Crafton Council (first read) - Keith Wurtz	Charge approved as written. Motion for approval by Keith Wurtz, seconded by Julie McKee. No opposition. No abstention. Charge approved.	
Revision of Principles and Guidelines for Budget Increase and Reduction - Mike	<p>Mike reviewed the Principles and Guidelines for Budget Increase and Reduction which was adopted in November, 2020. This document provides principles to apply if ever the budget is reduced or increased.</p> <p>This document is also being shared with Shared Governance to review.</p> <p>It was noted that adjustments may need to be made to the four service levels. It was discussed that examples should be given to assist with categorizing items in each service levels. An example of a level 4 could possibly be travel and a level 3 could possibly be additional Professional Development. Ultimately adjustments would be made to safeguard the students.</p> <p>Mike offered to sit in the Senate Meetings to offer assistance when reviewing this document.</p> <p>Meridyth noted that planning service levels should be started in the Planning Program Review meetings.</p> <p>Crafton Hills College saw a 12% growth rate year to date which equates to 130 FTES. However our FTES funding baseline resets on 2025-2026, we would need approximately 400 more FTES by 2025-2026 to get back to pre-pandemic levels. State funding has increased the rate per FTES which may help close any funding gap.</p>	The goal is to have any revision if necessary made to this document by the end of November but spring 2024, would be okay.

Review Charge change for Student Equity and Achievement SEA Committee (first read) - Delmy	Charge approved as written. Motion for approval by Julie McKee, seconded by Meridyth McLaren. No opposition. No abstention. Charge approved.	
Committee Reports (monthly)		
<ul style="list-style-type: none"> <li>Budget Committee – Mike</li> </ul>	Enrollment and Program review discussed. We are at 58% of our enrollment goal as a District. Multi-year forecast was just approved to include projected expenses, reserves etc. This year program review will look at resource requests through a different lens, to look at it aligning with the Educational Master Plan and then allocating funding to strategic resource requests.	Report on the 4 <sup>th</sup> Tuesday each month
<ul style="list-style-type: none"> <li>Educational Master Plan – Gio</li> </ul>	The focus this year has been to import all the Educational Master Plan information into a digital platform. It is a way for the College to look at the information on a regular basis and not for it to be a static document. Gio's timeline for users to be added so that they can input updates and input data, is approximately a month away.	Report on the 4 <sup>th</sup> Tuesday each month
<ul style="list-style-type: none"> <li>Enrollment Strategies - Keith</li> </ul>	There is a new emphasis on new Occupational Programs with a focus on Outreach.	Report on the 4 <sup>th</sup> Tuesday each month
<ul style="list-style-type: none"> <li>IEAOC - Keith</li> </ul>	Working on the improvement to the outcomes cloud. They have started looking at new standards which used to be 160 and is now 30.	Report on the 4 <sup>th</sup> Tuesday each month
Public Comments	None.	
Announcements (All)	<p>10/31/23 Classified Senate Chilli Cook Off – 11:30 a.m. – 1:30 a.m. LRC 226, costumes welcomed.</p> <p>Academic Senate asked that Board of Trustees decisions are made to support our EMP goals.</p> <p>10/5/23 Student Senate and Counseling Hosting Club Rush.</p> <p>Student Senate discussing a possible Market Night.</p> <p>3 Peaks event - Redlands Family Service Food Drive November 11, 2023 at 9:30 a.m. – 12:00 p.m. Sign-ups will be online.</p>	
Next Meeting: <b>Tuesday, October 10, 2023 at 1:30 p.m. CCR 233</b>		

**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.