

CRAFTON HILLS COLLEGE
Crafton Hills College
Minutes
February 1, 2011

Present: Denise Allen, Gloria Harrison, Cheryl Marshall, Karen Peterson, Scott Rippy, Mike Strong, Chris Walsh, Rebeccah Warren-Marlatt

Absent: Colleen Gamboa

I. Call to Order

Gloria Harrison called the meeting to order at 1:00 p.m.

II. Approval of Minutes

The Minutes of the December 7, 2010 meeting were approved.

III. BSI Action Plan

Cheryl Marshall distributed and reviewed the 2010-2011 BSI Action Plan. During this year of budget constraints, the committee's focus has been to continue to support Learning Communities and tutoring. The committee has also implemented a new Supplemental Instruction program for basic skills courses. As part of the program, students who have successfully completed courses are recruited to return as tutors/mentors. Rebeccah reported that an On-Line Orientation will be purchased and stated that students who have gone through orientation tend to have a higher persistence rate.

IV. Planning & Program Review Recommendation to Crafton Council – Resource Allocation

Denise reported that the Planning & Program Review Committee has forwarded the following recommendation for Crafton Council's consideration: "In order for a unit to be granted consideration for any type of Resource Allocation the unit must have a current Program Review Document and (if applicable as per the planning cycle) a current Annual Plan on file with the Office of Research and Planning." Every unit should participate in the process and this recommendation would provide an incentive to do so. This practice is consistent among many colleges. Currently all programs have submitted their planning documents except two. Perkins funding has now been tied to Planning and if you want funding, that funding should support the program's goals. Cheryl Marshall suggested that we need some criteria to distinguish between basic costs and enhancements.

By consensus, Crafton Council approved the following:

In order for a unit to be granted consideration for additional General Funds or Categorical Funding, the unit must have a current Program Review document

and (if applicable as per the planning cycle) a current Annual Plan on file with the Office of Research and Planning.

V. Proposal for Equity and Diversity Committee

Rebecca reported that the Enrollment Management Committee has proposed the formation of an Equity and Diversity Committee which would assume the responsibility for promoting diversity and equity among students and staff, and would take on the task of updating the Student Equity Plan. If Crafton Council is reluctant to add another committee, the Enrollment Management Committee could take responsibility for the Equity Plan. Cheryl Marshall stated that this is an important task, but has concerns about staffing another committee. Gloria stated that this is a value that should be spread across all committees. There should be a directive for all committees to incorporate equity and diversity in their charge. It was agreed that Rebecca will form a work group on equity and diversity.

VI. Budget

Gloria distributed copies of the *SBCCD Resource Allocation Model 2011-12*, itemizing best and worst case budget scenarios. Gloria explained that revenue has been divided 70%/30% between SBVC and CHC. Whichever scenario we go with, CHC needs to develop a transition plan. Most likely, we will have to figure out a way to move some of our people to SBVC and Gloria has requested a copy of SBVC's P&PR Priority list to see how we can make that transition. With the best case scenario, we will have to cut sections; we can no longer continue to offer more sections than we receive funding for. Worst case, CHC could lose 10-13 positions. The campus now needs to have a discussion to decide, "Whom Shall We Serve?"

Cheryl Marshall reported that two open forums have been scheduled to allow members of the campus to share views on what our courses and services should be over the next few years. Cheryl distributed copies of the program presentation and stated that this needs to be a combined effort among the campus. Scott stated that faculty will have a discussion at tomorrow's Senate meeting and they will try to come up with recommendations and guidelines to present to their deans. Scott believes that decisions should be based on courses and degrees students are signing up for and successful academic programs. He believes that conversation regarding age, gender, and ethnicity will slow down the process. Cheryl will remove those items from the agenda.

VI. Adjournment

The committee adjourned at 2:30 p.m.

Next Meeting: February 15, 2011, 1:00 p.m., President's Office Conference Room