

Crafton Hills College

Classified Senate Minutes

Date: 04/03/15
 Time: 2:00 – 3:00
 Location: Tutoring Center

Members Present (Bold) *Members Absent (Italics)*

Executive Board

Michelle Tinoco

Kristin Garcia

Veronica Lehman

Alicia Hallex

Ruby Zuniga

Senators

Kelly Holt

Nicole Rodriguez

Judy Cole

Steve Rush

Michelle Cole

Members & Guests: Bruce Baron, Laura Record Cynthia Bidney, Kelly Bingham, Floyd Simpson, Vicki Barra, Ben Gamboa, Ben Mudgett

TOPIC	DISCUSSION	FURTHER ACTION
Call Meeting To Order	Meeting called to order <u>2:03</u> pm	
<p>Reports:</p> <ul style="list-style-type: none"> I. Bruce Barron II. Denise Allen: Re: Vote of No Confidence on the Chancellor. 	<ul style="list-style-type: none"> I. Bruce Baron – Despite Media and newspaper reports; <ul style="list-style-type: none"> a. District and colleges are really doing well b. Entering best times we’ve had in many years. c. Budget is growing d. Headed into a time of growth that will help us increase enrollment to bring us over and above the average growth rate. II. Construction Program <ul style="list-style-type: none"> a. Still have a quarter of a million dollars in bonds to sell. What we see on campus now being built, is just the beginning. As property rates increase we’ll be able to sell more bonds and move to the next phase of facilities master plan. b. New round of building over the next decade. c. Hope each campus selects a parking structure as a high priority for the next building. III. Parking Increase Proposal <ul style="list-style-type: none"> a. Proposed to increase parking fees at District Assembly. b. In listening to District Assembly and student; Students stated they cant find a parking spot, how are you going to charge us more money for a spot we can’t find. c. It’s clear now is not the time to raise parking. We are now going to increase parking at this time. IV. Accreditation Warning <ul style="list-style-type: none"> a. Nothing more important. b. Both colleges on lowest level of warning. c. Follow up report due May 15, 2016. 	

	<p>d. Seven items on Crafton Hills report, one item for Valley college, two for District, and two for the Board to work on. We need to address the recommendation to improve.</p> <p>V. Vote of No Confidence</p> <p>a. This is the worse thing that can happen at this time because we need to work together. We need to work with the board. We need to work with the faculty and staff, and we all need to do the work that is necessary to address the accreditation issues.</p> <p>b. Concern – We don't want a further erosion of eligibility or of morale because that will effect the site visit next year.</p> <p>c. States he is committed to do everything that is possible on what he has control over.</p> <p>d. States he takes responsibility but we also have to share responsibility.</p> <p>VI. Questions from Crafton</p> <p>a. Salary: Stated was surprised regarding salary increase questions because we gave the highest salary increase in any district. Challenges to find another district that gave a 4% then another 4% increase during the economic times we just came out of. We are just now getting the revenues to pay for those raises. Stated he sold the raises to the board.</p> <p>b. He stated; in the vote of no confidence, the academic senate stated he gave an 8.1% raise that the district didn't have the money to give. Someone is always going to be unhappy.</p> <p>c. Question: Do you value Classified Staff? Answer: "I appreciate the Classified staff more than anybody else on any college campus. I've said this so many times." ... "If you can give me some advise, or give me some ways I can show more appreciation. I don't feel like I have to justify myself...I've donated a parking permit to the annual luncheon, recognition awards.</p> <p>d. Comment Ruby Zuniga: There are no processes set in place for district as far as Human Resources. Nothing you can look up that there is in writing. Processes and procedures get switched around easily. If in fact we are important, there should be processes set in place. Bruce: I am aware of the weaknesses in HR.</p>	
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We have just hired Dr. Lisa Norman as Vice Chancellor. She is currently with the County Office of Education as Deputy Superintendent for Human Resources.

Ruby: Involve classified in processes that are put in place.

Question by Cynthia Bidney: How do you feel about outsourcing classified jobs?

Bruce: "I will try never to do that unless there is absolutely a reason that makes it is important to the district to do that."

- a. Example; Was seriously considering outsourcing bookstore because in the last two years they had lost half a million dollars. Result: They came up with a business plan to turn the bookstore around. Gave them 2 years to turn things around.
- b. Do not have plans other than the bookstore. Not aware, and will look into the outsource of medical records.
- c. Bruce stated to call him if there is ever a rumor or question, he will answer it. His cell number is on his business card. Ruby stated that people are in fear of retaliation. Bruce stated: "
- d. Question by Cynthia Bidney: What is happening with the classified study. Bruce: He received a copy of the report along with HR three weeks ago. They had incorrect information and it was unusable. They sent it back to the Hay Group and not sure when we would get it back. Once we get it back they will do forums on campus and send it out to everyone.
- e. Question by Ben Mudgett: Are there any plans to put together an administrative enrollment management team that will look at things objectively through the lense of quanatative analysis, trends, statistics, environmental scans to where they can see where the growth needs to happen? Bruce: Received an Enrollment Management Study final report from the Bran Trust in January. We put together a group to go over report which included Academic senate presidents, college

presidents, vice presidents. What came out of discussion VP's need to correctly project FTES, Faculty work loads, work load with cost doesn't exist. Everyone is keeping their own records. Trying to get the data needs sorted out. A meeting two weeks ago came up with principles that are going to District Assembly next week and budget committee. Then we are going to talk about forming a district wide management enrollment committee that runs on data.

- f. Where we are right now, in a simplistic way Governors budget released in January with 2% growth for all colleges. We want both campuses to get the basic growth, then any over cap dollars will go to Crafton so it can grow beyond the base growth budget. For Crafton to be sustainable fiscally we need to get to over 5000 FTDS. If we can achieve over growth and Crafton can grow, the projection is Crafton can be self sufficient in 3 years if they get to that level. It will be presented at District Assembly. Allocation module will continue to shift with Valley and Crafton as the FTDS grows. The whole plan is based on State budget.
- g. Question: Can you explain the duties of the Chancellor and his responsibilities and why is a consultant doing your job?
Bruce: I don't know what consultant is doing my job. No one is doing my job. My job description is on line. I'm responsible for everything.
- h. My responsibilities to the CSEA. Make sure your contract is followed. Make sure you are treated with respect. Make sure you are considered a valued member of our work force.
- i. Question by Ben Mudgett: Is there any talk about re-evaluating the need of how large our reserve is so that our money can go back to the classrooms where they are needed?
Bruce: Budget committee sent a recommendation to change reserve. Board feels comfortable with a 15% reserve of our current budget. That

	would carry our current payroll for about 2 months.	
Old Business: I. Approval of Minutes from March 13, 2015. II. First reading of two of resolution. See attached. III. Scholarship Update IV. Classified Professionals week. Ruby Zuniga.	I. Motion was made by Ruby Zuniga and seconded to approve the minutes by Floyd Simpson of the 03/13/15 meeting. Motion carried. II. Ben Gamboa read, "First reading" of the Resolution. Motion was made by Ben Gamboa to approve resolution and seconded by Steve Rush. a) Second reading scheduled for May 1 st . b) Plan to present at May board meeting III. Two - \$250 scholarships will be available. IV. We have a few presenters lined up. Still looking for more. a) Everything we do is fundraised. Please let us know if you have any ideas. b) Currently have two caterers lined up. If anyone can suggest any other caterers, please let us know. c) Suggestion to partner with other restaurants for a percent of bill made by Steve Rush. Ruby has spoken to a few restaurants already.	Ruby to speak to restaurant owned by professor here.
New Business: I. Treasurer Update – Ruby Zuniga	I. Our current balance is \$863.80 Petty Cash: \$68.51 Scholarship: \$488.00	
Public Comment: I. Sexual Awareness Month	I. April is sexual awarness month. Keep eyes open for emails.	
Announcements:	None	
Adjourn	Meeting adjourned <u>3:07</u> pm	
Mission Statement: The mission of Crafton Hills College is to advance the educational, career, and personal success of our diverse campus community through engagement and learning. Vision Statement: 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. Values: Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.		

