



Consultation Council / Strategic Planning Committee 2012-2013

Administration:

Dr. Marlon Hall
Dave Clausen
Sue Mouck
Patrick Walton

Classified:

Jeff Lang
Carol Montgomery
Tami Wattenburg
ASB
Robert Lopez

Faculty:

Cheryl Aschenbach
Colleen Baker
Carie Camacho
Ross Stevenson

Management:

Terry Bartley
Vickie Ramsey (HRMP)

Planning Committees

Eric Rulofson (FMP)

Those present indicated in **bold**

Guests: Shelly Baxter

Minutes for March 4, 2013

1:30 pm in CD-119

Called to order at 1:33PM

Consultation Council

1. Review March 12, 2013 Board agenda (Information) – Dr. Hall
2. Personnel Update (Information) – Vickie Ramsey
Second interviews for English have been scheduled. Other hiring committees are moving forward as expected.
3. Budget Update (Information) – Dave Clausen
Dave passed out beginning sheets for next week's budget enhancement discussions. All areas will be prioritized onto front sheet based on guidelines in Budget Development Handbook. Dave said he's planning on a flat budget – no increases or decreases. We have a 5% ongoing cut planned in our budget, so that planned reduction will probably move forward. We were reminded that the budget process requires that all budget items are prioritized, then categorical and grant funded items are funded as the funding becomes available. Dave plans on separating lists into Fund 11 and Fund 12, but VTEA crosses both funds.

Strategic Planning

1. Draft Facilities Master Plan (Information) – Eric Rulofson
FMPC has approved this year's version of the FMP. It has one new element, the Long Range Site Plan, that is supposed to include all recommendations made through IPRs and other forms of input. Right now the list is mostly in alphabetical order. At future meetings, the committee will determine how to prioritize long-range planning recommendations using the mission statement and other criteria; next year's FMP will have items prioritized. It was suggested that FMPC consider including expected cost for each item as well as potential for revenue generation. These additional pieces of information could be potential criteria for prioritization. Additional items



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that will be added are site maps and photographs of additional properties.

2. IPR/NIPR Status (Information) – Cheryl Aschenbach

Current status of program reviews:

Overdue

- *2012 Auxiliary Services (Food Service/Bookstore/Book Rental-Loan Program) NIPR*
- *2012 Enrollment Services NIPR*
- *2011/2013 Gunsmithing IPR*
- *2011 Social Science IPR – document to Academic Senate for Review*
- *2012 Business IPR - document to Academic Senate for Review*
- *2012 Agriculture IPR*

Due prior to May 2013

- *2013 CalWORKs/TANF NIPR*
- *2013 Counseling NIPR*
- *2013 EOP&S/CARE NIPR*
- *2013 Maintenance and Operation of Plant NIPR*
- *2013 Basic Skills IPR*
- *2013 Developmental Studies IPR (DSPS included)*
- *2013 Fire Technology IPR*
- *2013 Human Services IPR*
- *2013 Vocational Nursing IPR*
- *2013 Welding Technology IPR*

Other:

Eric shared that the college was approved for initial project proposal for the Humanities building by the state. Because of the cost (\$70,000-100,000) to the college without guarantee that we'd receive funding to move ahead, Eric suggests that we wait until conditions are more favorable. The cost to the college is for architectural plans and the like, and if we're not funded within two years the work will need to be updated at an additional expense. Sue recommended that the item be included in the budget prioritization for discussion and to create a record of the college's decision to wait on the expense. Dave also suggested that we consider setting aside an amount of money annually for future development expenses. The specifics of the project are still up for discussion as part of the architecture and planning process.

Our unusually cold winter caused frost heave damage to many of our sidewalks. Broken and raised sidewalks are marked in orange paint. Eric estimates we've incurred \$150,000-\$250,000 in concrete damage. Eric is still talking to the insurance company as well as looking for other sources of funds. The item is going to be included in the budget enhancement process. Potholes are also developing in parking lots and roadway. Eric estimates a few thousand dollars worth of potholes that need to be repaired. In the future, we should consider having contingency funds in areas like



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M&O, infrastructure, vocational and academic services and other areas where major equipment and structures exist.

Sue reported that ACCJC formally took action at its January meeting to offer ten degrees and four certificates online, and we've received official notification.

Meeting Adjourned 2:24PM

Next Meetings:

Monday, March 11, 2013

Monday, March 18, 2013

Monday, April 1, 2013

Future Agendas:

1. Safety Committee Membership
2. Ad-hoc Diversity Committee
3. AP 3420 Equal Employment Opportunity (Consultation) – Vickie Ramsey (January 2013)
4. Ch. 7 APs (following HR revision given constituent group input)
5. Human Resources Master Plan: March (Mar. 13, 2013)
6. 2011 Gunsmithing IPR (Information) – Cheryl Aschenbach
7. 2011 Social Science IPR (Information) – Cheryl Aschenbach
8. 2012 Agriculture IPR (Information) – Cheryl Aschenbach
9. 2012 Business IPR (Information) – Cheryl Aschenbach
10. 2012 Enrollment Services NIPR (Information) –
11. 2012 Auxiliary Services – Food Service/Bookstore/Book Rental/Loan Program NIPR(Information) – Dave Clausen
12. Report on Boiler Project Repayment Progress – August 2013