



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: **KC Mesloh** (representing Classified), Shelly Baxter

Minutes for May 20, 2013
1:30 pm in CD- 119

Consultation Council

1. Acceptance of Chapter 7 Administrative Procedures (Consultation) –
Vickie Ramsey
Vickie has updated the Ch. 7 APs based on feedback from constituent groups. AP 7335 still needs to be clarified, because it refers to AP 7330 and AP 7336 but has very little of its own content.
Consultation Council approved the following APs:
AP 7100 Commitment to Diversity
AP 7110 Delegation of Authority
AP 7120 Recruitment and Hiring
AP 7125 Verification of Eligibility for Employment
AP 7126 Applicant Background Checks
AP 7130 Compensation
AP 7140 Collective Bargaining
AP 7145 Personnel Files
AP 7150 Evaluation
AP 7160 Professional Development
AP 7216 Academic Employees: Grievance Procedure for Contract Decisions
AP 7230 Classified Employees
AP 7232 Classification Review
AP 7233 Claims for Work Out of Classification
AP 7234 Overtime
AP 7235 Probationary Period: Classified Employees
AP 7236 Substitute and Short Term Employees
AP 7237 Layoffs
AP 7240 Confidential Employees
AP 7245 Outside Employment
AP 7250 Educational Administrators
AP 7270 Student Workers
AP 7310 Nepotism
AP 7330 Communicable Disease
AP 7336 Certification of Freedom from Tuberculosis
AP 7337 Fingerprinting
AP 7340 Leaves



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AP 7341 Sabbaticals
AP 7342 Holidays
AP 7343 Industrial Accidents and Illness
AP 7344 Notifying District of Illness
AP 7345 Catastrophic Leave
AP 7346 Employees Called to Military Duty
AP 7347 Paid Family Leave
AP 7350 Resignations
AP 7365 Discipline and Dismissal – Classified Employees
AP 7367 Discipline and Dismissal – Confidential Employees/Administrators
AP 7370 Political Activity
AP 7371 Personal Use of Public Resources
AP 7380 Retiree Health Benefits: Academic Employees
AP 7381 Health and Welfare Benefits
AP 7385 Salary Deductions
AP 7500 Volunteers, Interns and Student Teachers
AP 7700 Whistleblower Protection
AP 7800 Institutional Reassignment/Transfers

Reminder: the following were not included in this action because previous action was taken on the following Chapter 7 AP documents:

***AP 7210 Academic Employees** - previously accepted by Consultation Council consensus (December 12, 2012)*
***AP 7211 Faculty Service Areas, Minimum Qualifications and Equivalencies** - previously accepted by Consultation Council consensus (February 4, 2013)*
***AP 7212 Temporary Faculty** - previously accepted by Consultation Council consensus (December 12, 2012)*
***AP 7215 Academic Employees: Probationary Contract Faculty** - previously accepted by Consultation Council consensus (December 12, 2012)*
***AP 7220 Professor Emeritus** - previously accepted by Consultation Council consensus (December 12, 2012)*
***AP 7360 Discipline and Dismissal – Academic Employees** - previously accepted by Consultation Council consensus (December 12, 2012)*

2. Student Services Update (Information) – Patrick Walton
Patrick shared that on Friday he, Sue Mouck, three counselors and KC had a video conference with Wim to see what Butte is doing with online education plans and degree audit. Overall, they liked what they saw because the program allowed students to be more active in creating their own futures. Patrick also reminded us that graduation is at 6:30pm on Friday, and faculty must be there by 6pm.



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3. Annual Action Plan Evaluation Matrix (Consultation) – Sue Mouck
Shelly Baxter commented that is encouraging to see how much has been accomplished this year. Consultation Council accepted the 2013 Annual Action Plan Evaluation Matrix by consensus.
4. Identification of Recommendations from Evaluation of Planning and Governance (Consultation) – Cheryl Aschenbach
Four recommendations were discussed last week:
 - a. *The need for research data to better inform planning decisions*
 - b. *The need to continue to improve communication. Consider a web-based calendar with all meetings scheduled and explore linking agendas/minutes to the calendar. Also, groups are encouraged to use a program like Doodle to help figure out when more members are available.*
 - c. *The addition of the Direction of Institutional Effectiveness to Consultation Council/Strategic Planning Committee*
 - d. *The need to include the written evaluation process for planning and governance into the Institutional Planning and Collegial Consultation handbooks*

Consultation Council agreed to forward these recommendations to the subcommittee tasked with revising the Budget & Planning Process Handbook.

Strategic Planning

1. Present 2012 Agriculture IPR (Information) – Cheryl Aschenbach
There was concern whether the IPR adequately addressed interest in the Herlong agribusiness project. It was mentioned within the IPR.
2. Present EOP&S NIPR (Information) – Patrick Walton

Accreditation Steering

1. Accreditation Update
Sue reminded everyone that today is the last chance to complete the accreditation survey if you haven't had a chance to do so yet.

Other:

Dr. Hall asked about having a memorial for Kathy Rhymes on campus. It was decided that Thursday at noon at Middleton Hall would work best before students left for the summer. A couple of ideas for on campus memorial ideas were expressed and will be addressed later.

EOP&S was broken into this weekend, and vandalism was found elsewhere on campus. Eric is working with the police.



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Future Meetings:

Monday, June 10, 2013 at 1:30pm in CD-119

Monday, July 1, 2013 at 1:30pm

Monday, August 5, 2013 at 1:30pm

Future Agendas:

1. Graphics Manual
2. Consultation Council Orientation
3. AP 3420 Equal Employment Opportunity (Consultation) - Vickie Ramsey
4. 2012 Enrollment Services NIPR (Information) -
5. 2012 Auxiliary Services - Food Service/Bookstore/Book Rental/Loan Program
NIPR(Information) - Dave Clausen
6. Report on Boiler Project Repayment Progress - August 2013