



Consultation Council / Strategic Planning Committee 2013-2014

Administration:

Dr. Marlon Hall
Dave Clausen
Dr. Tammy Robinson
Patrick Walton

Classified:

Jeff Lang
Carol Montgomery
Kim Clain
ASB
Jonathan Herring

Faculty:

Cheryl Aschenbach
Carie Camacho
Sue Mouch
Robert Schofield
Alison Somerville
Ross Stevenson

Management:

Terry Bartley
Dave Corley (ITP)
Vickie Ramsey (HRMP)
Greg Collins (FMP)
Aeron Zentner (OIE)

All those present indicated in **bold**.

Guests: Codi Mortell

Minutes for March 27, 2014
3:00 pm in CD-119

Consultation Council

1. Approval of Consultation Council minutes for March 20, 2014 (Consultation)
By consensus, Consultation Council approved the minutes for March 20, 2014.
2. Acceptance of the following 2014 NIPR Annual Updates (Information) –
Aeron Zentner
 - a. Admissions and Records
 - b. Assessment, Counseling, Student Success and Transfer
 - c. Auxiliary Services
 - d. CalWORKs
 - e. Child Development Center
 - f. EOP&S/CARE
 - g. Financial Aid
 - h. Independent Living Program
 - i. Institutional Effectiveness
 - j. Kinship
 - k. Learning Center
 - l. Library
 - m. Maintenance and Operations
 - n. Student Life

Assessment, Counseling, Student Success and Transfer

Dr. Hall asked about the statement identifying the need for a Transfer Center Advisory Committee. Patrick Walton stated that he had been unaware of the requirement, but will work with KC Mesloh and Alison Somerville to find out more about the need for the committee.

Auxiliary Services

Cheryl Aschenbach commented on the need to fill in the charts, which will move forward into the planning process. She identified the need to understand the role of the annual updates in the process. Carol Montgomery noted that there was only one individual filling out the form, and suggested the need wider

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departmental buy in. This led to a larger discussion about the expectation of broad participation in program reviews and program review updates.

General comments from the group:

- 1. Need wider participation during completion of annual updates*
- 2. Director of Institutional Effectiveness needs to provide information, but not participate in each review. Reviews need to be completed by program personnel.*
- 3. The narrative to justify/explain the recommendations are extremely important for the historical record and provide information necessary during the prioritization process.*

By consensus, Consultation Council returned the annual updates back to Cabinet with the recommendation that the departments have wider involvement in the completion of these documents, which are not due until May. Cabinet members present agreed that annual updates need to go back to programs.

Strategic Planning

Budget Open Forum – March 28, 2014, noon, Middleton Hall

Cheryl suggested that the announcement for the forum be resent along with the budget prioritization list. Ross Stevenson asked who was moderating the forum. Dave Clausen noted that in the past Consultation Council had moderated. Dave Clausen volunteered to moderate as a Consultation Council representative, not the administrator in charge of budgeting. Cheryl Aschenbach indicated that she would try to be present. Other representatives from Consultation Council also plan to attend.

Other:

1. Carol Montgomery asked to discuss retirees and their participation in college activities following retirement. If they retired from the college then they have spent a significant time with the college and would be good advocates for the college. She asked why the retiree email had been terminated. Dr. Hall advised Carol that at his previous institution, upon retirement emails were terminated. Patrick Walton, speaking as an individual not a representative of any group or office, stated that employees are subject to disciplinary action as a consequence of inappropriate behavior. The District would have no such recourse with a retiree. Jeff Lang suggested that email could be terminated following inappropriate behavior. Carol stated that at other institutions CSEA members who have retired continue to serve on shared governance and hiring committees. Cheryl Aschenbach asked whether a retiree can remain informed able to effectively communicate with the classified unit being represented and stated that she assumed that whoever was doing the appointing

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would take such factors into consideration when making appointments. Cheryl asked what kind of feedback Carol was requesting. Carol stated the feedback that she was receiving at this time and asked: Who has the final say as far as shared governance and hiring committees? Cheryl suggested that the administration seek further discussion with CSEA outside of this venue.

2. Ross Stevenson asked: "Is there a fire science coordinator position being considered." Dr. Hall and Dave Clausen both identified that there have been no discussion concerning an additional position in Fire Science. Ross Stevenson then asked: "What are the plans for the NRA/POST Coordinator?" Dave Clausen identified no plans currently. Ross stated the need for involvement of informed (day-to-day operations) individuals such as division chair and faculty in future discussions. Cheryl Aschenbach noted that instructional program review is within the purview of Academic Senate and is a faculty responsibility. Ross Stevenson and Cheryl Aschenbach identified that a classified individual has been tasked with writing a POST IPR and further indicated that an IPR separate from AJ does not exist and that faculty should be writing the program review. Carol Montgomery asked about the classification of the previous POST coordinator. The POST coordinator was a manager, but taught as an adjunct faculty member and did meet minimum qualification. Cheryl Aschenbach further expressed concerns from the Gunsmithing and Administration of Justice faculty who are in the process of writing their program reviews. They have not been involved in the conversations surrounding NRA and POST, yet they retain responsibility for their program reviews, which historically have included sections on NRA and POST. The administration will continue this discussion with faculty outside of this venue.

3. Patrick Walton - 8th graders are on campus next week. Cheryl asked if the tours were informal allowing for interruptions. Patrick assured her that interruptions of the tours are appropriate and input from any campus personnel is welcome.

4. Cheryl Aschenbach advised the group that there would be no meetings during the second and third weeks of April.

Future Meetings:

Thursday, April 3, 2014

Thursday, April 10, 2014 – No meeting

Thursday, April 17, 2014 – No meeting

Future Agendas:

1. Academic Services Update – Athletics (Information) - Dr. Robinson (April 24, 2014)
2. Discussion of Institutional Section for CIMP (Consultation) – Aeron Zentner

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3. Discussion of process for background checks for faculty and administrative positions (Consultation) – Ross Stevenson
4. Acceptance of AP 3550– Drug Free Environment and Drug Prevention Program (Consultation) – Vickie Ramsey
5. Presentation of 2013 Welding Technology IPR (Information) - Cheryl Aschenbach
6. Presentation of 2013 Human Services IPR (Information) - Cheryl Aschenbach
7. Presentation of 2013 Gunsmithing IPR (Information) - Cheryl Aschenbach (April 24, 2014)
8. Presentation of 2014 Mathematics/Natural Science IPR (Information) – Cheryl Aschenbach (May 1, 2014)
9. Presentation of 2014 Child Development IPR (Information) – Cheryl Aschenbach

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