



# Consultation Council / Strategic Planning Committee 2014-2015

Administration:

Dr. Marlon Hall  
**Dave Clausen**  
Dr. Tammy Robinson  
Patrick Walton  
**Brian Murphy**

Classified:

**Jeff Lang**  
**Carol Montgomery**  
**Kim Clain**  
  
ASB  
**Glenn Razzano**

Faculty:

Cheryl Aschenbach  
Carie Camacho  
**Sue Mouck**  
**Robert Schofield**  
Alison Somerville  
**Ross Stevenson**

Management:

**Terry Bartley**  
Dave Corley (ITP)  
Vickie Ramsey (HRMP)  
**Greg Collins (FMP)**

Those present indicated in bold

Guests: Matt Montgomery, KC Mesloh, Cecelia Frohrib, Mary Hasselwander, Matt Levine

Minutes for October 16, 2014  
3:00 pm in CD-119

## Consultation Council

1. Approval of Consultation Council minutes for October 2, 2014 (Consultation)  
*By consensus, Consultation Council approved the minutes for October 2, 2014.*
2. Update on Student Equity Plan (Consultation) –  
*Brian Murphy provided the group with three handouts: language from SB 860 Student Success and Support Program: Student Equity, Student Equity 2014-2015 Expenditure Guidelines from the Chancellor's Office and preliminary proportionality analysis comparing access at LCC, county high schools and 2012 census data. Brian emphasized the importance of improving student access and success to the current Community College Chancellor. The Study Equity Plan is a legal requirement from each community college. For the first time funding is attached to the requirement. In 2014-2015, 80 million dollars were allocated to the system for implementation of plans. LCC is scheduled to receive \$200,000. The current proposal is to double that amount next year. Additionally, Student Success funding is tied to Student Equity Plan. The plan needs to provide strategies to address discrepancies between local demographics and LCC student make-up and success. Eventually the implementation of strategies should bring the two into parity. There are a wide variety of areas where use of the funding allowed such as research, outreach, tutoring (although not FTEs). It was suggested that Davis Murphy's position might be funded with this money. It was agreed as long as the fund are not used to surpland. Since Davis Murphy's position is a pilot and not part of the annual budget, it was agreed that funding his position was an option. The funding cannot be used for construction, gifts (teeshirts) or any FTE generating activities. The Student Equity Plan needs to be completed on a tight timeline with broad participation. The suggestion is that the SSPC as an existing shared governance planning committee develop Student Equity Plan. Brian encouraged any interested individuals to contact him to share their thought. Terry Bartley stressed the importance of individuals talking to their constituent group representatives on the SSPC. The draft plan should return to*

Lassen Community College provides outstanding programs for all pursuing higher education goals. The core programs offer a wide range of educational opportunities including transfer degrees and certificates, economic and workforce development, and basic skills instruction. The college serves students, both on campus and in outreach areas, in its effort to build intellectual growth, human perspective and economic potential.



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*Consultation Council sometime in November. The plan is due to the Chancellor's Office in January and needs Governing Board approval, probably at the December board meeting.*

### 3. Health and Safety Committee Discussion (Consultation)

*Matt Montgomery, chair of the adhoc committee, provided an update from the committee's perspective. The committee ratified their charge at their May 30, 2014 meeting. The charge was sent to the Academic Senate, where the charge was accepted contingent upon approval by Consultation Council. When the shared governance handbook arrived at Consultation Council discussion resulted in the removal of the Health and Safety Committee charge. Dave Clausen suggested bringing the adopted charge for the committee back to Consultation Council at the next meeting. Dave asked Ross Stevenson about his previous concern relating to liability issues for members of the committee. Ross indicated that he had expressed that concern. Matt Montgomery stated that liability concerns for members of this committee were no different than other committees. Ross disagreed, expressing the concern that if a safety issue was identified and not addressed and something happened the person identifying the problem might be liable. Ross suggested clarification be sought from the college's attorney. Matt indicated that he has had conversations with the representative from Keenan (the college's insurer) and received support for the process and committee. Phil Clark who does safety inspections for college is working with committee. Matt further indicated that the primary of similar committees on other campuses is concerned individuals. There was no indication that members need to be trained individuals. Matt agreed to forward the approved charge to Sue Mouck for inclusion with the next agenda.*

## Strategic Planning

1. Update on Financial Saving from Vacant Positions (Information) –  
*A spreadsheet indicated unfilled positions in this years budget was attached to the agenda. Ross Stevenson asked where the EOPS funds from the director position are being spent. There was no clear indication of an answer to that question. Ross also asked about the NRA Coordinator funds. With the restructuring of the NRA and POST coordinator position there may be budget savings for next years budget.*
2. Discussion of Potential Campus Moves Relating to Returning PSTF programs back to Campus (Consultation) –  
*Dave Clausen reported that the high school district board met in closed session on this issue. There is a meeting between the college and high*



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*school representatives scheduled for next week. There appears to be some confusion over the information provided to the college. The high school has provided Dave with documentation of the cost of operating the building, but he questions some of the figures. The high school's hard cost is \$41,000 to operate and maintain the facility last year and they do not want to lose money. Dave emphasized that to bring the programs back to the campus will be expensive. Ross Stevenson questioned whether the administration is commitment to unifying services on-campus? Dave responded that the commitment was being demonstrated through the unification of the Library and Learning Center. Discussion again identified that bringing the programs back to campus would increase student population on-campus as well as increase traffic through the cafeteria and provided the potential for increased enrollments in other classes. Greg Collins emphasized the importance of taking the time to make will informed decisions prior to any large campus moves. He indicated that trying to move the programs back to as of yet unidentified locations on campus by next June would be very challenging and possibly expensive. Dave expressed willingness to spend additional funds to remain at Credence another year to gain more time to plan the move back to campus. The high school has stating that they want the college to offer classes at Credence. Ross indicated that the high school and college schedules do not match. The college course outlines indicate minimum numbers of hours that must be taught in order to earn college credit. Ross indicated the need for broader discussions particularly in the instructional services arena. Jeff Lang asked about number of dedicated classrooms at Credence. The facility has one classroom dedicated to nursing clinical activities; the other classrooms are available for general usage. Jeff indicated a need on campus for some temporary space and indicated that the cost might be similar to rent being paid for Credence. Ross indicated that he was comfortable with remaining at Credence for one additional year if the college was not charged an exorbitant amount of money in order to allow time for planning. Greg Collins and the administration will develop several scenarios with preliminary costs options for further consideration. This item will reappear on the next agenda to allow for additional discussion.*

Other:

- 1. Dave Clausen provided an update on the request to use Resolution Agreement repayment funds for infrastructure improvements. The Chancellor took the proposal back and some movement has occurred. The Chancellor's office requested an updated Facilities Master Plan. Several items such as the addition of a second access road were added and the*



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*revised plan submitted. The available funds if authorized would be \$162,000 for each of the next four years*

2. *Dave Clausen further announce that as a result of the Twister damage to the dorm roof, it looks like the campus dorm will receive a new roof paid for by insurance minus the college deductible. Jeff Lang identified that it had bothered him greatly when previous roofs had been replaced that the college had not taken the opportunity to add insulation to buildings improving energy efficiency. Greg Collins indicated that the possibility would be investigated.*

### Future Meetings:

Thursday, October 23, 2014

Thursday, October 30, 2014

### Future Agendas:

1. Presentation of draft EMP (Consultation) – Dr. Robinson – October 23, 2014
2. Chapter 3 Board Policies and Administrative Procedures (Consultation)
  - a. BP 3050 Institutional Code of Ethics and AP 3050 Institutional Code of Ethics
  - b. BP 3570 Smoking on Campus and AP 3570 Smoking on Campus
  - c. BP 3715 Intellectual Property and AP 3715 Intellectual Property
3. Presentation of 2014 Community Services NIPR (Information) – Tammy Robinson
4. Presentation of 2013 Welding Technology IPR (Information) - Cheryl Aschenbach
5. Presentation of 2014 Automotive Technology IPR (Information) - Cheryl Aschenbach
6. Presentation of 2014 Athletics IPR (Information) - Cheryl Aschenbach
7. Presentation of 2014 Distance Education NIPR (Information) – Dr. Robinson
8. Presentation of the following 2014 Student Life NIPR Annual Updates (Information) – Patrick Walton