



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

Matthew Bates

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 in **bold**.

Guests: Brenda Hoffman, KC Mesloh

Minutes for March 26, 2015
3:00 pm in CD-119

Accreditation

1. 2015 ACCJC Annual Report (Information) – Sue Mouck
Sue Mouck shared the narrative of the ACCJC Annual Report and Dave Clausen shared the ACCJC Annual Fiscal Report. These are completed annually and will be submitted to ACCJC this week.

Consultation Council

1. Approval of Consultation Council minutes for February 26, 2015 (Consultation) – Cheryl Aschenbach
Consultation Council approved minutes for February 26, 2015 by consensus.
2. Review of the proposed items for the April 14, 2015 Governing Board agenda (Information) – Dr. Hall
Dr. Hall explained that right now there isn't much on the agenda simply because items aren't due until tomorrow. However, because the Board meets before the next scheduled Consultation Council meeting, a preview of expected Board agenda items was discussed.
3. Public Safety Training Facility/Credence Update (Information)– Dr. Hall and Dave Clausen
Dr. Hall explained his frustration with the lack of response and collegiality from the high school superintendent regarding our contract counteroffers for the Credence facility. He sent a letter earlier this week demanding a response by April 1 or we would prepare to leave Credence by June 30. Superintendent Bill McCabe responded quickly with a contract and assurance that they want to grant us a lease at Credence for 2015-2016, but he needs to take it to his board first. The only difference from past contracts offered is an increase in liability insurance to \$5 million (from \$2 million) and a start date of July 1, 2015 (rather than January 1, 2015 which they had been advocating for before). It is a one-year contract with no provisions for renewal. There was discussion about whether or not the fire science program should be brought back to campus by the end of the semester; currently no other programs are active at the Public

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Safety Training Facility. Dave Clausen feels the decision needs to be made within the next two weeks. This will be an administrative decision made with consideration of comments made at Consultation Council.

4. Recommendation for Board Action on BP 3570 - Tobacco Products And Other Nicotine Containing Products On Campus and Adoption of AP 3570 - Tobacco Products And Other Nicotine Containing Products On Campus (Consultation) – Dr. Hall / Cheryl Aschenbach

Cheryl explained that at the request of Consultation Council this draft is completely different than previous versions; it is based on similar policies at Shasta, Redwoods, Butte, and Yuba Colleges. Minor feedback was provided, and since this is a complete rewrite it will be approved at a second meeting. The BP and AP will be brought back to the next meeting for final approval.

5. Adoption of AP 5011 Admission and Concurrent Enrollment of High School and Other Young Students and AP 5030 Fees (Consultation) – Patrick Walton
*Patrick explained it is in our interest to attract more high school students by waiving the registration fees, and doing so requires a revision to the two administrative procedure documents. Dave Clausen pointed out that there is no negative fiscal impact because we will still be paid full apportionment by the state. **Consultation Council agreed by consensus to waive registration fees for students grades 9-12 and to revise APs 5011 and 5030 to reflect that change.***

Strategic Planning

1. Draft 2015-2020 Facilities Master Plan (Information) – Greg Collins
Greg shared the current draft of the Facilities Master Plan. It has been updated from last year's plan to include more consistent language, definition of types of projects that may be undertaken, inclusion of long-range possibilities, methods for prioritizing objectives, and separation of items into campus and department needs. Dave Clausen also pointed out that there is an appendix that includes items that have been talked about but not prioritized. This appendix can provide a historical perspective. Questions were asked about information in the document, which Greg will take into consideration for future drafts. Water conservation and use was part of the discussion as was status of the City of Susanville's lease for our well; Greg will follow up to determine the current status. Public perception is important, and we should not be watering 7 days a week even if we had our own well if there are restrictions for watering in the City.



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2. Draft 2015-2020 Human Resources Master Plan (Information) – Vickie Ramsey
3. Draft 2015-2020 Professional Development Master Plan (Information) – Vickie Ramsey
Vickie presented the two plans developed by the Human Resources Planning Committee. There weren't any questions.
4. Presentation of Addendum to 2013 DSPS IPR (Information) – Cheryl Aschenbach
5. 2015-2016 Budget Prioritization Process (Consultation) – Dave Clausen
*Dave explained that the spreadsheet for prioritization should be available for our next meeting. Everyone did receive a sheet with fixed cost increases in email; the information on that sheet was discussed. **By consensus, Consultation Council agreed to schedule two additional meetings to facilitate the budget prioritization process. Those meetings will be April 1 and April 15 at 2:30pm.***

Other:

Fall 2015 Visit by the Institutional Effectiveness Team (Brian Murphy)
Brian explained about the Chancellor's Office Institutional Effectiveness partnership geared toward helping colleges in three areas: fiscal solvency, accreditation, and student success. We are weakest in student success. We have sent a letter to College of the Canyons asking for assistance from the partnership; teams are being sent out to six colleges in the spring, and we have been selected for a fall visit. The target is to visit all colleges in the system within the next five years. There is grant money tied to the visit. The team helps us to develop an improvement plan, and the partnership provides \$150,000 for implementation of the team-developed plan. Ross asked whether we knew how much of a time commitment would be involved; at this point, we don't.

Robert Schofield shared that John Taylor has worked on getting basic skills math books for check-out in the library. Robert brought up that we should consider how to inform students that they don't need to buy the textbook. Robert also asked about book buy back this semester; John shared that he's in conversation with the bookstore.

Ross asked whether a timeline for the Library/Learning Center project is available yet. No detailed schedule is available yet, but Greg says that we still expect to have it open by the fall semester. Dr. Taylor did share that students have been polled for possible names, and the front runner right now is Academic Resource Center.

Patrick thanked everyone involved for the two CTE days last week and the 8th grade days this week. He recognizes that people have to take time out of their regular work duties to help out and appreciates it.

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Dr. Hall thanked everyone for the Disability Awareness Day that was held on Tuesday. He also thanked Jeff for the repairs on the wheelchair ramp since the speaker had to use the ramps.

Meeting adjourned at 4:32pm.

Future Meetings:

Wednesday, April 1 at 2:30pm – only budget prioritization

Wednesday, April 15 at 2:30pm – only budget prioritization (as needed)

Thursday, April 23, 2015 at 3:00pm

Future Agendas:

1. Evaluation Timeline, Process Instruments for the 2015 Annual Evaluation of the Planning and Governance Structure and Process (Consultation) – April 16, 2015
2. Adoption of the 2015-2020 Comprehensive Institutional Master Plan (Consultation) – April 30, 2015
3. Chapter 3 Board Policies and Administrative Procedures (Consultation)
 - a. BP 3050 Institutional Code of Ethics and AP 3050 Institutional Code of Ethics
 - b. BP 3715 Intellectual Property and AP 3715 Intellectual Property
4. Presentation of 2014 Community Services NIPR (Information) – Tammy Robinson
5. Presentation of 2014 Athletics IPR (Information) - Cheryl Aschenbach
6. Presentation of 2014 Distance Education NIPR (Information) – Dr. Robinson
7. Presentation of the following 2014 Student Life NIPR Annual Updates (Information) – Patrick Walton