



Consultation Council / Strategic Planning Committee 2015-2016

Administration:

Dr. Terri Armstrong
Dave Clausen
Dr. Marlon Hall
Brian Murphy
Patrick Walton

Classified:

Jeff Lang
Carol Montgomery
Kim Clain
ASB

Faculty:

Cheryl Aschenbach
Carie Camacho
Robert Schofield
Alison Somerville
Ross Stevenson

Management:

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

Those present in **bold**.

Guests: Bobbie Theesfeld, Dr. John Taylor, Glen Yonan, Beau Beaujon, Matt Montgomery

Minutes for August 4, 2015

1:00 pm in MS-121

Called to order at 1:05pm

Consultation Council

1. Approval of Consultation Council minutes for July 7, 2015 (Consultation) – Cheryl Aschenbach
Minutes for July 7, 2015 approved by consensus.
2. Review of the proposed items for the August 11, 2015 Governing Board agenda (Information) – Dr. Hall
3. Selection of Meeting Day and Time for Fall 2015 (Consultation) - Cheryl Aschenbach
It was agreed that regular meetings will be held Thursdays at 3pm in CD-119 except second Thursdays of each month (CSEA meeting). This will start on August 20, 2015.
4. Approval of Injury and Illness Prevention Program as recommended by Safety Committee (Consultation) – Cheryl Aschenbach/Matt Montgomery
The Injury and Illness Prevention Program was approved by consensus.
5. Document Imaging Update and Action (Consultation) – Dave Clausen/David Corley
David provided responses to some of the questions and concerns raised at the last meeting including scanning and storing large format documents, workload maintenance at other schools (no increase or marked decrease of staff effort with document imaging implemented), annual maintenance (can be written into the contract that it remains the same for 3 years then be open to regular increases of 3% annually for years 4-5 and 5% annually after). Consultation Council reached consensus in support of the document imaging project.



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Strategic Planning

1. Report from July 28, 2015 Governing Board Planning Retreat (Information) – Dr. Hall
Dr. Hall provided a summary handout from the retreat and reviewed the handout. His report is attached. Additionally, Dr. Hall had Greg Collins give a brief update about Library project progress and turf reduction (it was a very brief update given the lack of time left before many Council members left for another meeting). Plans for the turf reduction project are attached to these minutes.
2. Adoption of 2015-2016 Budget Prioritization Criteria – page 14 of planning handbook (Consultation) – Dave Clausen
Tabled until next meeting.
3. Presentation of 2016-2017 Institutional Planning and Budget Development Process Handbook (Information) – Cheryl Achenbach
Cheryl presented the 2016-2017 Institutional Planning and Budget Development Process Handbook as approved by the Academic Senate in response to feedback from the annual evaluation process and Consultation Council recommendations.

Other:

Dr. Taylor reported that the library has a new website: library.lassencollege.edu. It is live now and will continue to grow.

Jeff Lang and Carol Montgomery brought up the concern that there is a project scheduled to alter the turf on campus as part of an Alliance for Workforce grant, yet there hasn't been any discussion at Consultation nor has there been any plans shared. Greg shared the vision for the project; it is intended to address areas where we have slip and fall issues caused by ineffective catch basins and where we have trees that are being affected by grass overgrowth. It will also reduce grass areas in order to meet the Governor's mandate for water reduction. The concern is that not only has there not been any discussion about the budget for materials and supplies, there hasn't been any information about the project affects a campus that is shared by all constituent groups. Jeff also pointed out that there is concern that it is a labor issue as well as a neglect issue for parts of campus, and there needs to be an engineered plan in place to ensure we have a viable and long-lasting result.

Meeting adjourned 2:03pm



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Future Meetings:

Thursday, August 20, 2015 at 3pm in CD-119

Thursday, August 27, 2015 at 3pm in CD-119

Future Agendas:

1. Adoption of 2015-2016 Shared Governance Handbook (Consultation) - Cheryl Aschenbach
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 3715 Intellectual Property and AP 3715 Intellectual Property
3. Presentation of 2014 Community Services NIPR (Information)
4. Presentation of 2014 Distance Education NIPR (Information)