



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: Paige Broglio, Matt Levine

Minutes for October 1, 2015
3:00 pm in CD-119

Consultation Council

1. Acceptance of Consultation Council minutes for September 17 (Consultation) – Cheryl Aschenbach
Minutes accepted by consensus.
2. Consultation Council meeting schedule (Governance) – Cheryl Aschenbach
The committee agreed by consensus to reduce meetings to first and third Thursdays unless an additional meeting on the fourth Thursday is needed.
3. Job description: Manager-Custodial, Security, and Facility Event Services (Information) – Dave Clausen
Dave shared that the position and title should not include event services although it is expected that as custodial and security responsibilities this position would be present for event services. Otherwise the position is the same as was previously filled with a few things pulled out. Given the recent events at Umpqua Community College in Roseburg, security continues to be something we need to improve.
4. Human Resources Update (Information) – Vickie Ramsey
Cheryl asked about the softball coach position that is flying and the fact that it is a new position that has never been through the budget process or the planning process. This will need to be discussed by Consultation Council since it didn't go through the budget and planning process. We recently completed the Maintenance Specialist IV Multitrade process; employee starts soon. Currently in the process of completing Inmate Program Coordinator position hiring; interviews are today. Nursing positions announcements have had educational qualifications updated and the positions are being reflowed; previous educational qualifications were not consistent with the MQ Handbook. A&R technician position was offered today; we're waiting to see if person accepts position. CNA Director is in process. Biology/Chemistry is not flying yet; Vickie will check to see if PAR form has been received. Math is being held to be flown in December. The

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committee for the Inmate Business Instructor position has its first meeting next week.

5. Budget Update (Information) – Dave Clausen
Dave presented and explained the Advanced Principal Apportionment sheet that the Chancellor's Office sent out for our 2015-2016 year. One point he made is that we have budgeted for 1750 FTES but the Chancellor's Office has built in restoration and growth for a total of 1844.803. We haven't committed to this amount. We have approximately 4.3 million dollars of one time funds over the next six year. We need to have discussions about how to best spend the funds to repair infrastructure, build programs, and secure our future, and the funds definitely need to be spent according to process. A budget information meeting will be held Friday, October 2 at 2pm.

Strategic Planning

1. Adoption of 2015-2016 Budget Prioritization Criteria – page 14 of planning handbook (Consultation) – Dave Clausen
The 2015-2016 Budget Prioritization Criteria were adopted by consensus.
2. Updated 2015-2016 LCC Organizational Charts (Information) – Administration
 - *Dave Clausen reported on changes to the Admin Services org chart: removal of a PT account tech and recommended addition of an additional BFAP-funded FA outreach position*
 - *Patrick reported that only one position is new, an EOP&S assistant that is entirely categorically funded. We are also still flying for a child care teacher. The Child Development Site Supervisor is vacant and unfunded at this time.*
 - *Academic Services was reviewed with questions regarding unfunded positions. Dave said those positions could be funded with discussion at Consultation Council since they impact instruction.*

Other:

Budget Meeting – Friday, October 2 at 2pm in HU-201. Dave will send out an email.

Ross raised a question about the \$60,000 contingency fund for Academic Services that was prioritized last spring. Dave explained that the examples used in discussion about the fund were always for equipment, not supplies, and the VP of Academic Services has control of the fund for equipment. Dave asserts that supplies can be covered through unfunded positions and don't belong in a contingency fund. It was agreed that the contingency should be flexible but the funds should be explainable for transparency

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reasons, and there needs to be consideration of whether an item requested could have been planned for using the IPR process or needs to be included in an IPR addendum for prioritization as an ongoing.

Robert asked about the plan for bringing PSTF programs back to campus. That will be part of the discussion tomorrow, and will be continued at the next Consultation Council meeting.

Patrick thanked those who encouraged students to go to College Day. It was well attended. Thanks also to KC and Davis for putting it together.

Carol pointed out that the upper parking lot doesn't have any handicapped parking spots. Dave will look at it and make sure they're clearly signed and painted.

Adjourned at 5:15pm

Future Meetings:

Thursday, October 15, 2015 at 3pm in CD-119

Future Agendas:

1. Adoption of 2015-2016 Shared Governance and Collegial Consultation Handbook (Consultation) – Cheryl Aschenbach
2. Presentation of 2014 Athletics IPR (Information) – Cheryl Aschenbach
3. BP 3715 Intellectual Property and AP 3715 Intellectual Property
4. Presentation of 2014 Community Services NIPR (Information)
5. Presentation of 2014 Distance Education NIPR (Information)
6. Budget Prioritization Spreadsheet – September update (Information) – Dave Clausen