



# 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)

Minutes for February 4, 2016  
3:00 pm in CD-119

## Consultation Council

1. Acceptance of Consultation Council minutes for December 17, 2015 (Consultation) – Cheryl Aschenbach  
*Minutes accepted by consensus.*
2. Student Equity Plan (Consultation) – Brian Murphy  
*No feedback was provided. The plan has been accepted by the Academic Senate and submitted to the Chancellor's Office.*
3. Present 2015 Fire Technology IPR (Information) – Cheryl Aschenbach  
*Ross requested that the record reflect that the term ISS is inappropriately used in reference to a classified equipment position.*
4. Institutional Effectiveness Partnership Initiative Peer Resource Team (IEPI PRT) visit (Information) – Dr. Hall  
*Scott Thompson from Siskiyous is the chair. The team is arriving tonight and will begin their work at Lassen Friday morning. Cheryl shared her experience participating on an IEPI PRT and encouraged everyone to be open to conversation with team members. This is not a punitive process; instead it's intended to help colleges with self-improvement.*
5. Review of Board Agenda (Information) – Dr. Hall  
*Dr. Hall shared that the speaker we had scheduled for Convocation, the recently retired president of West Hills College Lemoore, passed away on Monday night, so Dr. Hall is working on finding another speaker.*

## Strategic Planning

1. Accept Updated Draft EMP (Consultation) – Dr. Terri Armstrong  
*No consensus was recorded in the minutes November 19, so we'd like to revisit acceptance to ensure the draft has been accepted by Consultation Council. Additionally, the Academic Planning Committee added an objective directed toward determining the feasibility of starting a dental assisting program after being approached by Dr. Mahan, a dentist at the Susanville Indian Rancheria. **The Updated Draft EMP was accepted by consensus.***
2. 2015-2016 Budget Prioritization Update (Information) – Dave Clausen  
*Dave gave an update on the prioritization done. Items in red on the on-going*

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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*list are in the budget. Some items in the budget are in process and money hasn't been spent yet. On the one-time list, the dorm fire sprinkler is a priority and Greg has been talking to Susanville Fire. Items highlighted in grey are in process or completed.*

*There are additional fire hazards that need to be addressed like removal of microwaves for compliance. There is discussion around staffing the dorm kitchen in the evenings and scheduled for periods on the weekends so students can heat and serve food. Two staff would be required, and Dave would like to pilot it for this semester. It may only be necessary for the semester because the fire sprinklers are scheduled for installation during the summer, and with fire sprinklers the students will again be able to have microwaves in their room. Patrick and Dave are open to ideas for how to ensure students can have access to food in the evenings.*

*As part of the discussion, Ross brought up that the dorm owes the general fund money, and if there isn't going to be an effort to pay the general fund back, then the balance needs to be written off rather than be held as part of our fund balance. Dave shared that the goal is to get all three enterprise accounts stable enough to break even each year and not draw further from the general fund. Dave agreed that we are likely never going to run at a profit and pay the general fund back, so he'll talk to the auditors about it.*

### 3. Budget and planning process overview

*Cheryl reminded everyone about the timeline and suggested an additional meeting February 25 after starting staffing prioritization on February 18. If the on-going and one-time lists can be prioritized by the first meeting in March, then open forums can be held in March as scheduled.*

*Dave shared where are with FTES, and right now we're a little low at 1550 compared to the 1700 we've budgeted for. If we're in stabilization then we may be able to move early summer FTES to next year to reach 1700 next year, but it's not a practice we want to depend on.*

#### Other:

*Carol Montgomery shared that 350 hot dogs were given away at the EOP&S welcome luncheon. Students also enjoyed toasting marshmallows and eating s'mores.*

*Dave and Greg talked about the possibility of covering the pavilion with screens to make it a better area to hold events and create a center to the campus.*



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*Louis Price and Kenny Poulsen will be in the LCC Gym on February 19. Dinner and dance tickets are \$30, and proceeds to go Foundation scholarships. The Chamber of Commerce will be handling beverages.*

## **Future Meetings:**

Thursday, February 18, 2016 at 3pm in CD-119

## **Future Agendas:**

1. Budget prioritization (Consultation) – February 18, 2016
2. ITMP, FMP, SSMP drafts (Consultation) – February 18, 2016
3. Presentation of 2014 Athletics IPR (Information) – Cheryl Aschenbach
4. BP 3715 Intellectual Property and AP 3715 Intellectual Property
5. Presentation of 2014 Community Services NIPR (Information)
6. Presentation of 2014 Distance Education NIPR (Information)