



Consultation Council / Strategic Planning Committee 2015-2016

Administration:

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

Classified:

Isid Lang
Carol Montgomery
Kim Clain
ASB

Faculty:

Cheryl Aschenbach
Carie Camacho
Robert Schofield
Nison Somerville
Bass Stevenson

Management:

Bobbie Theesfeld
John Larrivée
Dave Corley (ITP)
Vickie Ramsey (HRMP)
Greg Collins (FMP)

Highlighted members were present; Matt Montgomery sat in for Carol Montgomery
Guests: Terry Bartley, Paige Broglio, Brenda Hoffman, Eric Imrie, Matt Levine, Dr. John Taylor, Glen Yonan

Agenda for March 17, 2016
3:00 pm in CD-119, called to order 3:02pm

Consultation Council

1. Accept minutes from February 18, February 25, and March 3 meetings
(Consultation) – Cheryl Aschenbach
All minutes were accepted by consensus

Strategic Planning

1. Present 2014 Athletic IPR (Information) – Cheryl Aschenbach
IPR was presented to the committee and it was suggested that the definition of retention should be included on the form for clarification.
2. Budget and Planning Process Overview (Information) – Cheryl Aschenbach
The following Planning and Budget Development Process items were reviewed:
 - a. *Title 5 states that short term/long term goals, broad based input, and coordination with the educational planning process is required when financially planning.*
 - b. *We need an updated spreadsheet of Program Review recommendations upon Board acceptance annually.*
 - i. *Planning committees are responsible to identify gaps and needs in their area and develop a comprehensive piece*
 1. *It was suggested that feedback be provided on the priority lists regarding any denials to provide information back to the departments.*
 - c. *Development of the budget should be built with the Comprehensive Master Plan in mind*
 - d. *Referring to the Planning and Budget input process flow chart- the board makes decisions, Consultation makes recommendations*
 - e. *IPR and NIPR content is critical because that is how department requests get into the master plans*

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.



Consultation Council / Strategic Planning Committee 2015-2016

- f. An example of an Annual Update was reviewed and to why it is important to include information that is current and accurate*
- g. Reviewed budget prioritization criteria that the committee established*
- h. Reminder that our responsibility on this committee and as campus leaders is to read all materials and look at those items with an institutional eye*
- i. CIMP 2015-20, is what we are working from, but we are trying to include new items in this year's budget which creates confusion*
- j. Same process applies to categorical or grant funded positions because it could impact the general fund at some point*
- k. Departments need to do a better job of using the data in their IPR/NIPR to drive recommendations*

We need to make sure we are serving our community requests

Recommendations and feedback for IPR/NIPRs needs to get back to the writers

3. Discuss IPR budget recommendation spreadsheet (Information) – Cheryl Aschenbach

Cheryl will email the Master Committees leads to suggest taking this spreadsheet, schedule a meeting after break, and prioritize the top 20 items. Consultation will meet first week in April and have items to Cheryl to get on the agenda by April 4th.

Suggested to provide feedback to departments with reasons why items were not funded

Other:

The recalculation due to corrections in categoricals came to \$288,000. Still have approximately \$250,000 one-time funds available for next year.

ASB elections were held with a President and VP being selected. The VP declined the position but ASB will be move forward with scheduling activities.

12 employees attended the Student Success Conference this week and thought it was very informative. We have a lot of work to do with tying Equity/Student Success and Support/Basic Skills funds together better.

Dr. Taylor wants to thank IT for setting up their single sign-on for all resources in the library/ARC.

Adjourned 4:26pm



Consultation Council / Strategic Planning Committee 2015-2016

Future Meetings:

Thursday, March 24, 2016 at 3pm in CD-119

Thursday, April 7, 2016 at 3pm in CD-119

Future Agendas:

1. Accept BP and AP 4023 Syllabi as recommended by Academic Senate (Consultation) – Cheryl Aschenbach
2. Accept Draft ITMP (Information) – David Corley
3. Accept Draft SSMP (Information) – Patrick Walton
4. Accept Draft IEMP (Information) – Brian Murphy – March 17, 2016
5. Accept Draft FMP (Information) – Greg Collins
6. BP 3715 Intellectual Property and AP 3715 Intellectual Property
7. Presentation of 2014 Community Services NIPR (Information)
8. Presentation of 2014 Distance Education NIPR (Information)