



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:

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

Those present in **bold**.

Guests: Paige Broglio, Brenda Hoffman, Matt Montgomery, Terry Bartley, Glen Yonan

Agenda for April 7, 2016
3:00 pm in CD-119

Called to order at 3:04pm

Consultation Council

1. Accept minutes from March 17 meeting (Consultation) – Cheryl Aschenbach
*John Larrivee asked that his comments regarding broad based input from the March 17 meeting be included. Minutes were revised. There was also some discussion about the need for the community to understand the benefit to the community and the individuals in the community. **Minutes approved by consensus.***
2. Board agenda for April 12, 2016 (Information) – Dr. Hall

Strategic Planning

1. Accept draft Institutional Effectiveness Master Plan (Consultation) – Brian Murphy
*Multiple questions raised and revisions needed – **consensus to refer back to Institutional Effectiveness committee.***
2. Accept draft Student Services Master Plan (Consultation) – Patrick Walton
Accepted by consensus
3. Plan for evaluating budget and planning process based on Handbook (Information) – Cheryl Aschenbach
Cheryl explained that the evaluation process is due to start mid-April, so different surveys will soon be sent out to constituent group heads, master planning committee chairs, and to campus for individual input.
4. Discuss IPR budget recommendation spreadsheet (Information) – Cheryl Aschenbach
Spreadsheet is still rough; not everything in the correct format nor is everything separated by on-going and one-time. According to Dave, \$1.9 million is currently set aside for contingency. The amount available for one-time funds will be dependent on a completed Facilities Master Plan and the scope of FMP projects that need funding. There is currently \$1.6 million left in the fund (some spent for nursing classroom, vans, athletic trainer increase,

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Admin II – Facilities, and more). For clarification, Dave explained that out-of-class pay is usually paid out of unfilled positions' salaries. At Ross's request, an accounting of out-of-class salaries will be provided at the next meeting. One list with combined spreadsheets and separated into one-time and on-going will be used at the next meeting to do the general prioritization. The committee revisited discussions from the fall about wanting to use the contingency funds to make a bigger difference than spending a little bit here and there. The contingency funds do not need to be spent, so we can roll the funds over.

Other:

Dave gave an update on the vans that were ordered. There was a recall on the vans, so delivery has been delayed. They should be here early next week.

We got a recalculation increase of \$288,000 from the state for 2014-2015. This can either be added to the current contingency or held separately. This group will have to decide. Some additional funds from taxes may also be coming from the Chancellor's Office.

Matt Montgomery, member of Safety Committee, expressed concerns about the health and safety incident in the gym this week and the way it was handled and communicated. Jeff asked whether there is an administrative procedure to address situations like this. Dr. Armstrong clarified that the concern was addressed Monday afternoon, but nobody could be reached, so Public Health was contacted Tuesday morning. Administration followed the protocols set by Public Health including cleaning the Sports Complex. Public Health had not been notified by the hospital, so there was an assumption that there wasn't a public concern. Employees are upset that no communication occurred when the facility was shut down; campus employees were the last to know. Communication should have happened sooner than Tuesday night after everything was over. Electronic locks for the Sports Center should have been disabled as soon as a concern was expressed and communication with Public Health was started. It was pointed out that communication in emergency situations has been a concern in the past. The response to this situation needs to be reviewed for appropriateness, and we need to make sure a procedure exists. Safety Committee will be following up, and administration needs to consider a procedure for an after-incident review.

Patrick shared that multiple events are coming up:

April 23 – Reg-to-Go

April 27 – Singing Competition & Free Lunch for students and staff

May 4 – Asian Pacific Islander Cultural Celebration – lunch and entertainment

May 5 – Financial Aid Awards Night in Student Union

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May 11 – ASB-hosted staff vs students softball game & free lunch

May 27 – Commencement at 5:30pm (a little earlier than past years)

Adjourned at 4:25pm

Future Meetings:

Thursday, April 28, 2016 at 3pm in CD-119

Thursday, May 5, 2016 at 3pm in CD-119

Thursday, May 19, 2016 at 3pm in CD-119

Thursday, May 26, 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 FMP (Information) – Greg Collins
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)