



Consultation Council / Strategic Planning Committee 2016-2017

Administration:

Dr. Terri Armstrong

Dave Clausen

Dr. Marlon Hall

Brian Murphy

Patrick Walton

Karissa Morehouse

Guests: Barb Baston, Michell Williams, Glen Yonan

Classified:

Jeff Lang

Carol Montgomery/Mat

Kim Clain

ASB:

Jacob Hibbits

Faculty:

Cheryl Aschenbach

Colleen Baker

Carie Camacho

Kory Koukon

Alison Somerville

Ross Stevenson

Management:

Terry Berles

Eric Imrie

Dave Corley (FPP)

Vickie Ramsey (HRMP)

Greg Collins (FMP)

Minutes for May 24, 2017
3:00 pm in CD-119

Call to order 3:05pm

Consultation Council

1. Accept minutes from May 17, 2017 meeting (Consultation) – Alison Somerville

Approved by Consensus

2. Approve the Consultation Council response to the Budget/Planning/Governance Evaluation Survey (Consultation) – Alison Somerville

Approved by Consensus

3. Review survey results and make recommendations to the budget process subcommittee (Consultation) – Alison Somerville

We reviewed common themes provided by the surveys submitted. The committee discussed the training of all chairs for standardization purposes (i.e. structure of meeting process-Robert's rules of order, structure of meeting minutes, knowledge/address the committee's charge, etc.). We need to get more people involved in the leadership roles on campus. To encourage others to get involved we could provide an opportunity at Convocation. The Committee recommended (in no particular order) the following items to the subcommittee:

- a. *Training of budget process at Convocation*
- b. *Populate IPR/NIPR requests and document results of prioritization back to the department into a shared software program*
- c. *Better communication between planning committee chairs (i.e. meet 4 times/year)*
- d. *Process for emergency expenditures*
- e. *Continue to provide IPR/NIPR trainings on flex days and consider recording for those who are unable to attend*
- f. *Eliminate redundancy in plans*
- g. *Provide more research support staff in Institutional Effectiveness Office*
- h. *Provide admin assistant support to each committee and Consultation Council*

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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- i. Training in participatory governance/training of chairs/students in conjunction with the Academic Senate and at a time that is convenient for all*
4. Appoint representatives to work with Academic Senate for budget process subcommittee (Consultation) – Alison Somerville
Committee nominated Dr. Hall, Dave Clausen, Terry Bartley, and Brian Murphy

Strategic Planning

1. Continue prioritizing staffing list (Consultation) – Dave Clausen
HR reports no par has been submitted on nursing temporary position that was discussed at the last meeting. Reviewed budget priorities identified in handbook. Discussed the following items to prioritize:
 - a. Registrar position- marked as done,*
 - b. Maintenance (item 11) **moved next in priority,***
 - c. FT director to instructor- no budgetary impact,*
 - d. Can absorb administrative assistant support*
 - e. Construction this summer:*
 - a. Electrical*
 - b. Boiler*
 - c. Sod reduction plan*
 - f. Permanent Nursing position was **prioritized next after Maintenance position***
 - g. FT Library Tech-do we need this position to be full time. Hoping the director will come in and make a decision,*
 - h. **HUS instructor can he hired** as it is a replacement - need PAR to hire, we can fly now but may not hire until spring because we already have adjuncts in place for fall,*
Will need to finish prioritizing the remaining items

2. Blue Ribbon Committee Update (Information) – Dr. Hall
The members organizing this committee are Dr. Hall-LCC Superintendent, Bill McCabe- LHS Superintendent, Mike Martin- Modoc Superintendent, Patty Gunderson- Superintendent of County Office of Schools. They met on May 2, 2017 and discussed the charge. Others will be invited to the next meeting on June 15, 2017 in boardroom.

Other (Information Only – No Action)

Graduation is Friday at 5:30pm in Sports Center
ASB elections Jake Hibbitts- President, Tatiana Ybarra- Vice President, and Connor Skudstad- Student Trustee



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Requests for Future Agenda Items

Institutional KPIs, needs board approval in June

Adjourn 4:15pm

Future Meetings:

June 6, 2017 at 2pm in MS-121 (Patrick will be unable attend)

Future Agendas:

1. Elect 2017-2018 Consultation Council Chair(s)
2. College marketing – conversation regarding needs, possible approaches, expected outcomes, potential costs, and more (Consultation) – Dr. Hall
3. Potential policies regarding camera and video use on campus.
4. Enrollment update and broad discussion about potential enrollment opportunities.