



Consultation Council / Strategic Planning Committee 2017-2018

Administration:

Dr. Larry Buckley

Dave Clausen

Dr. Marlon Hall

Patrick Walton

Karissa Marchbanks

Classified:

Jeff Lang

Carol Montgomery

Marc Montgomery

ASB:

Jacob Hibbits

Faculty:

Cheryl Aschenbach

Barbara Baston

Carie Camacho

Kory Koukon

Allison Somerville

Garrett Taylor

Management:

Terry Bartley

Eric Innie

Dave Corley (FMP)

Vickie Ramsey (HRMP)

Greg Collins (FMP)

Guest: Dr. Taylor, Glen Yonan, Amy Langslet,

Minutes for March 14, 2018
3:00 pm in CD-119

Call to order

At 3:01

Consultation Council

1. Approve Meeting Minutes for February 21, 2018 (Consultation)
Approved by consensus with one correction
2. Guided Pathways Update (Information) – Dr. Hall
Dr. Hall reported out from the February 26 IEPI Guided Pathways workshop.
 1. Student focus groups March 20-21, 2018.
 - a. All spots are full except 9:00 am slots. We have about 15 spots left. All students will receive a \$25 Amazon gift card.
 2. Meeting to look at our self-assessment
 3. Work Plan- faculty involvement, integrate student services and instruction, integrate student voice and student participation, data
 4. Questions: how do we get our faculty and classified staff commitment? (stipends, release time, reduce faculty overwork, and professional development)
 5. Meeting on campus on March 15, 2018 as GP initial task force.
3. BP/AP Security Camera Operating Policy (Consultation) – David Corley
Classified side is concerned with language in the document (AP- 1.5 A1). Are there any concerns about the BP? No. There is not any disagreement on the idea that we need security cameras on campus. Cheryl will take BP to senate and bring it back to the next meeting for action.
4. Rural Community College Alliance (Information) – Dr. Hall
We are members of the rural community college alliance. 64% of all community colleges serve rural communities. They are very involved with USDA. The conference for 2018 will be in Park City, Utah (just outside of Salt Lake City) September 25-27, 2018. There is a lot of federal money out there for rural community colleges. There are monthly phone meetings. The next phone meeting is at the end of March. Annual conference is in the fall.

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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Strategic Planning

1. IEMP (Consultation) –David Corley/Dr. Taylor
There will be some changes to formatting. The funding part is an area that we want to move forward with so if there is any issues with funding we need to talk about that.
Agreement to accept draft by consensus
2. ITMP (Consultation) –David Corley
Is the webmaster a classified position? Yes. All plans will come forward with the highest steps they could qualify. A job description would need to be written. What is this job's requirements? Programming needs, day-to-day stuff, help us to not be reliant upon others with contracted services. This should be considered when looking at cost because contracted services cost would go down. What does the USDA grant involve? Purchased equipment- used for nursing equipment, and web X.
Agreement to accept draft by consensus with the reduction of cost and contract services noted.
3. Budget Prioritization 17-18 expenditure update (Information)- Dave Clausen
#1- budget changes. If you look at 2015 vs 2017 we had a loss of about \$600,000. Looking at 18-19 the positive note is we have the \$162,000 that we have been paying out for over 10 years will now go back into the budget. We did hiring on contingency last year. We converted the Assoc. Dean position to a Dean position. We have not hired the designer yet. Almost all other spots have been hired. We will not have a reserve for contingency next year. There is a question about hiring the biology teacher. Will we only have one Biology teacher next year once Sue retires? As we plan forward, we need to switch core programs like Bio out of contingency. Sue has carried a larger load then what we can expect another teacher to carry. Dave wants to have conversations and use data to make educated and correct decision to support the institution as a whole. A lab science is needed at the prison. Fire Science Instructor is not on the form and needs to be added. Is there a budget that has not been used in the last few years and no one was looking over it? One decision can really affect our campus because we are so small. FTE projection: We are projecting that it will be around 150 FTE's. We are running behind with fire science. Summary: we need to prioritize 15-18 items down the list since we do not know what funding will be. Some of the positions we have hired on contingency, we will need to move forward with these positions. They have brought in FTES and we need them to keep these programs going. We need to be looking at all of our programs and all of our positions we have during budget prioritization. We also have infrastructure cost. This year childcare outside equipment needs to be replaced and yard will be revamped. Fire monitors need to be replaced. These are just two of the changes that have to be made. Child Development has to be



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from general funds or grants. We need everyone's input. Budget prioritization will begin next week.

4. Budget priority overview (Information)– Cheryl Aschenbach
President's Cabinet is going to do the initial prioritization per established process, then it will come to Consultation Council. We are not decision-makers, we are recommendation makers. Some people do not have a budget, but need things. These things need to be made known through the program review process. Anything new that needs to be added will be more for a fall conversation. We cannot add to these documents now. We are past that point.

Accreditation

1. Accreditation update

Midterm report was good. This is our self-evaluation (ISER) time, collecting evidence and our visit (2020). Cheryl presented an accreditation overview: What is accreditation? A hard copy of the power point was handed out and will be put on the LCC Accreditation webpage. If you do not have accreditation, you cannot offer financial aid. Without accreditation, your student's degrees will not transfer to other schools. ACCJC is our accreditor. Dr. Taylor is our Accreditation Liaison. The review needs to be peer review. It is critical that we are accredited and not sanctioned. This is ongoing and we all play a role in accreditation. We need to look at the standards and start assigning teams. Broad participation is key. We will look at the standards in the next couple of weeks. We need to catch our shortcomings now. We need team chairs and members by spring break. We will try tri-chairs. How are teams determined? Volunteer and then assigned. Display of resources available.

Other (Information Only – No Action)

- *We are moving to mandatory online registration. We will have some exempt groups. We will have it intertwined with Reg to Go. We will have some events to promote the initial push. We will have staff on hand to help during registration. We will still have our special groups' orientations (like sports and EOPS) but those students will still need to do their online orientation.*
- *Women's conference is almost sold out.*

Requests for Future Agenda Items

Adjourn

Agreement to adjourn at 4:22 pm

Future Meetings: March 21 and 28, 2018

Future Agendas:

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1. SSMP (Consultation) – Patrick Walton – March 21
2. EMP (Consultation) – Dr. Buckley – March 21
3. HRMP (Consultation) – Vickie Ramsey – March 21
4. FMP (Consultation) – Greg Collins – Date TBD
5. College marketing – conversation regarding needs, possible approaches, expected outcomes, potential costs, and more (Consultation) – Dr. Hall
6. Enrollment update and broad discussion about potential enrollment opportunities (Consultation) – Dr. Buckley

DRAFT