



Consultation Council / Strategic Planning Committee 2017-2018

Administration:

Dr. Larry Buckley
Dave Clausen
Dr. Marlon Hall
Patrick Walton
Karissa Morehouse

Classified:

Jeff Lang
Carol Montgomery
Matt Montgomery

ASB:

Jacob Hibbits

Faculty:

Cheryl Aschenbach
Barbara Boston
Carie Camacho
Kory Koukol
Alison Somerville

Garrett Taylor

Management:

Terry Bartley
Eric Imrie
Dave Corley (FTP)
Vickie Ramsey (HRMP)
Greg Collins (FMP)

Guest: Dr. Taylor, KC Mesloh, Glen Yonan, Robert Schofield, Meggin Lewman, Michell Williams, Susie Rentfrow, Brenda Hoffman, Bridget Gowin, Amy Langslet, Tara Bias (minutes),

Minutes for May 16, 2018
3:00 pm in CD-119

Call to order
At 3:01 pm

Consultation Council

1. Approve Meeting Agenda for May 15, 2018 (Consultation) – Cheryl/Karissa
Approved by consensus
2. Approve Meeting Minutes for May 2, 2018 (Consultation) – Cheryl/Karissa
Approved by consensus
3. May Revise (Information)- Dave Clausen
Dave gave an overview of changes to the proposed budget in the Governor's May Revise. Cheryl was at the capital this week and most people do not seem happy with the funding formula as amended in the May Revise. Chancellor's office is not answering questions right now. We should receive no less than we did in 2017-2018 depending on FTES. Dave asked Terry to include the COLA. Our revenue is just shy of 14 million dollars. The projections are saying a 25% increase in our budget, but Dave is not comfortable with relying on projections. Dave passed out a FTES Projection form for all to look at.
4. Director of Orientation and Success – new proposed position (Consultation) – Karissa Morehouse
This position will oversee orientation and retention and will be grant funded. We need to be ensuring that all students, including athletes, single parents, reentry students, have equal access to all that we offer here at Lassen to help them succeed. We need to help students make it to completion here. It is a management position but they would be a bridge builder across multiple departments. They would work with instruction. Their curriculum development would be working with instruction to plan. HR suggested we would need to make a list of desired qualifications needed, such as interacting with students. This application will be put into HR format. Cheryl will supply some different language to address the need to work with faculty on curriculum development. Amy asked whether this would also include incarcerated or currently incarcerated students.
Approved by consensus
5. Accept Strategic Enrollment Plan (Consultation) – Dr. Buckley
Dr. Buckley has two months and 14 days left in his contract and would like to say how much he has enjoyed working with everyone. Dr. Buckley has been working on a strategic enrollment plan since his first couple of months of starting here. It was shared last week with

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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the academic senate. It is a living document to come back to repeatedly. It has due dates and accountability. In a good strategic enrollment plan, you find a balance in FTES and FTEFs. There needs to be a balance between cost and revenue. Program viability plan is a process to see what programs need to be made stronger or programs that might need to eventually be discontinued. It is important that Dr. Buckley's successor has this on their desk their first day of work.

Approved by consensus

6. Accept results of Budget & Planning Evaluation Surveys (Consultation) – Cheryl Aschenbach

First step in discussing recommendations from the survey process is to accept the results of the planning committee, constituent group, and individual surveys.

Approved by the consensus

7. Appoint representatives for joint Senate-CC budget process subcommittee (Consultation) – Cheryl Aschenbach

*Need at least one to two representatives to meet with senate representatives to discuss recommendations from the survey process and consider revisions to the Budget and Planning Process Handbook and the Shared Governance Handbook; representatives do not have to be on consultation council. **Consultation Council appointed Dave Clausen, Terry Bartley, Dr. Hall and Meggin Lewman.** Senate will make its appointments next week, and Cheryl will get the group together this summer.*

8. Approve recommendations for joint Senate-CC budget process subcommittee – (Consultation) – Cheryl Aschenbach

Some of the recommendations that were voiced consistently in the surveys:

Need for data/research person, better communication and feedback, having open forums, having planning committee chairs meet early and often. Patrick also mentioned that ASB would like to have a representative who has an actual vote on the Board; this would have to be proposed to the Board.

9. Determine summer meeting schedule (Consultation) – Cheryl/Karissa

*By consensus, Consultation Council agreed to the following summer schedule: **Wednesday, May 30, 2018 at 10:30 am in MS-121, Tuesday, June 26, 2018 at 10:30 am in MS 121, and Tuesday, July 31, 2018 1:00 pm in the boardroom.***

Strategic Planning

1. Finish Budget prioritization (Consultation)– Cheryl Aschenbach & Karissa Morehouse
No additional prioritization was needed
2. Review Mission and Vision (Consultation) – Cheryl/Karissa
Need to discuss strategic plans, mission and vision.
3. Strategic Planning Summer Retreat August 2-3rd (Information)- Karissa Morehouse
Doodle Poll was sent out. These are the best dates for the majority.



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Accreditation

1. Update on Accreditation Training (Information) – Dr. Taylor & Cheryl Aschenbach
Dr. Taylor -Accreditation training. Cheryl and Dr. Taylor went to an informational training. Gave a breakdown of main issues with accreditation. They want to do a kick off in August to get ready for accreditation. Last self-evaluation was 7 years ago and several hundred pages long.

Other (Information Only – No Action)

*-Patrick-Commencement is next Friday, May 25, 2018 5:30 pm in the LCC sports complex
Nursing Commencement is next Thursday May 24, 2018 at 7:00 pm*

-Karissa- a request for a letter of support to the legislator came to us in regards to incarcerated and formerly incarcerated students for funding for education.

Requests for Future Agenda Items

Adjourn

Meeting adjourned 4:27 pm

Future Meetings:

Wednesday, May 30, 2018 at 10:30 am.in MS-121

Tuesday, June 26, 2018 at 10:30 am in MS 121

Tuesday, July 31, 2018 1:00 pm in the boardroom

Future Agendas:

1. Approval of Mathematics/Natural Science IPR (Information) – Cheryl Aschenbach (June)
2. Approve Textbook Policy (Consultation) – Cheryl Aschenbach