



Consultation Council / Strategic Planning Committee 2018-2019

Administration:

Dave Clausen
Dr. Marisa Hall
Karissa Morehouse
Dr. Greg South
Patrick Walton

Classified:

Jeff Lang
Carol Montgomery
Matt Montgomery

ASB: Tatiana Ybarra

Faculty:

Cheryl Aschenbach
Carie Camacho
Alison Somerville

Management:

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

Guest: KC Mesloh for Classified, Bridget Gowin, Glen Yonan, Michell Williams, Andy Rupley, Roxanne Haynes, Anna Pasqua, Tara Bias (minutes), Dr. Randy Joslin,

Minutes for October 22, 2018
3:00pm in CDC 119

Called to order at 3:07

Consultation Council

1. Approve Meeting Agenda (Consultation) - Karissa Morehouse/Cheryl Aschenbach- *Michell Williams is going to replace Eric Imrie on the management staff. Date is to be changed from October 23, 2018 to October 22, 2018. Approved by consensus.*
2. Approve Meeting Minutes for October 8, 2018 (Consultation) - Karissa Morehouse- *Approved by consensus*
3. Approve AP 5012 International Students (Consultation) – Cheryl Aschenbach- *The student could have taken two years in an English speaking high school. They need to keep their medical insurance the entire time they are here. Do we need to add that verification of funds must stay in the account? Could we have them pay everything all upfront? We need to see if the amount needs to go up to go along with immigration. The intention with this was to mention not just the tuition fees but also the cost of living and roll up cost. Do we want to recommend to Senate that they need to keep the funds in the account at all times? Or approve it as it? Approved by consensus “as is”.*
4. DRAFT Participatory Governance Handbook (Consultation) – Karissa Morehouse/Cheryl Aschenbach/Dr. Joslin- *We will send out the Draft to all campus for review, we did not print it or send it out for today. We can review it next meeting to approve. When you review it, please look at all of them, not just the committees you are part.*
5. Quarterly Prioritization Spreadsheet Update (Information) – Terry Bartley- *Our number one priority for positions is the \$400,000 budget and it is fully funded. The rec room is almost complete. The flooring for the DSPS lab has been purchased, we are just waiting on a good time to put it in. The live scan is up and running. Child Development has been funded. Academic travel has been funded. Water district is an ongoing need that we committed to, so we pay as needed. We are able to fund 7 prioritization with partials in 8, 9 and 10. Is there an estimation when that AG/Athletic position will become available? It will depend on if we have additional funding. If there is additional funding we would have to come back to decide if we hire a position or work on a project.*
6. November meeting dates (Consultation) – Karissa Morehouse/Cheryl Aschenbach- *The next meeting falls on Veterans Day so we are mentioning switching it to the 5th instead. Approved by consensus.*

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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7. Lockdown Procedures and Communication (Consultation) – Cheryl Aschenbach-*Faculty did not feel comfortable with the procedure and felt uninformed with the last lock down. We used the language “soft lock down” during this lock down but we had never used this language before, so people were confused at what it meant. We have an emergency information program called regroup. We did not use that program during this event to notify staff and students. Only some people were notified. What is our process? We should have a step-by-step execution of what we are to do during an incident. Where on campus does this need to happen? If there is a new employee, there should be a new employee “on process” that puts them into that group also. What about our phone system and our emergency boards on our walls? Do they work? Cabinet will discuss this and bring it back to us. The Child Development Center did a great job at doing their hard lock down. It is suggested that we should have all been on hard lock down. We took the advice the local law enforcement. Our execution of a soft lock down was not the same as Richmond Elementary Schools execution of a soft lock down. They should be the same, shouldn’t they?*

Strategic Planning

1. Campus Retreat Reminder – November 14-16-*Invitations were passed out today at Consultation Council. Representatives from each department were asked to please take some and pass them out to the people in their department. There will be two retreats.*

Accreditation

1. Accreditation update from each Standard Team-*Standard I - Dr. South: They met last week. Things are moving forward. Next meeting is tomorrow afternoon. Standard II- Patrick and Alison: They have met multiple times and have broken into sub committees A, B and C. They have chairs for their committees. They are meeting weekly. The 2C subfolder needs to be created. Standard III- no one here to represent. They are doing email meetings and had a meeting last week. Standard IV- will meet next week. Use the share drive. Keep the option of using a survey to fill gaps. What is the best system for putting things into the share drive? Use a name that is easily identifiable including the 2A, 3C, etc. Update: 2C subfolder is now in the ShareDrive. Standard II has had great turn out at their meetings. Some employees are saying they do not have time to do this and their job, but this is part of their job. It is very important. Everyone’s contribution is vital and is a priority.*

Other (Information Only – No Action)

1. *Student Town Hall meeting was last week and went really well. The students mentioned having another Staff vs Student sports event. Volleyball was mentioned. Patrick mentioned doing a town hall meeting with specific groups also. It was suggested to list the topics on the flyer. We probably only had about a dozen staff throughout the day at the meeting. We had more than 30 students.*

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2. Celeste Wisner won the dance competition, “Dancing for a Brand New Me”.

Requests for Future Agenda Items

Adjourn *4:05 pm*

Future Meetings: November 5, 2018

Future Agendas:

311 Report (Information) – Dave Clausen