



Consultation Council / Strategic Planning Committee 2013-2014

Administration:

Dr. Marlon Hall
Dave Clausen
Dr. Tammy Robinson
Dr. Beatriz Vasquez
Patrick Walton

Classified:

Jeff Lang
Carol Montgomery
Tami Wattenburg
ASB
Jonathan Herring

Faculty:

Cheryl Aschenbach
Sandy Beckwith
Carie Camacho
Sue Mouck
Ross Stevenson

Management:

Terry Bartley
Vickie Ramsey (HRMP)
TBA (FMP)
Aeron Zentner (OIE)

Those present indicated in **bold**.

Guests present: Shelly Baxter

Minutes for August 22, 2013

Called to order at 3:02pm

Consultation Council

1. Consultation Council/Strategic Planning/Accreditation Steering Committee Orientation (Consultation)

Cheryl Aschenbach presented a brief orientation to the participatory governance process. She provided information taken directly from the Shared Governance and Collegial Consultation Process Handbook adopted at the last meeting of Consultation Council. She clearly articulated the different roles of the Governing Board, Superintendent/President and Consultation Council. She provided the legal references for the roles of the Academic Senate, Associated Student Body and Classified Staff. She went on to articulate the responsibilities of the members and the three types of items on the agenda: information, consultation, and governance. Lastly, she provided a clear definition of consensus, including both what should and should not be expected in reaching consensus.

2. Classified Status on Committee Participation (Information)

Dave Clausen reported to the membership that the classified constituent group is declining to participate in shared governance and hiring committees due to classified unit concerns. In response to a question, Mr. Clausen indicated that the governance and hiring process are moving forward.

3. Student Services Update (Information) – Patrick Walton

Patrick Walton presented that approximately two weeks ago, OpenCCCApply went live. Open CCCApply allows students the opportunity to apply online. The campus expects to have student email for spring semester. Student Services will continue with late hours for the remainder of the week. Live orientation occurred for 122 students from 9-5 on Saturday, August 17. Additional types of orientations are being considered specifically orientation for students taking classes by correspondence only. Mr. Clausen commended the staff of Admissions and Records and Financial



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Aid. At this very busy time of the semester, services to students have functioned well. He identified that 80% of our students get financial aid, while at a typical institution 60% of students receive financial aid. Terry Bartley identified that soon students will have access to direct deposit financial aid. Mr. Walton added that the college is getting "Degree Audit" to serve the students. The Degree Audit will allow students to track online their progress towards their educational objectives. It will take a while to complete the work necessary to roll it out, but in the end it will be a great help to students and will allow them to take a more active role in their educational planning.

4. Report on Boiler Project Repayment Progress (Information)
Terry Bartley identified that the budget from last year has been finalized, but it looks at this time that there was \$39,400 saving in the cost of utilities. Many factors impact utility costs particularly the severity of the winter, so it is hard estimate yearly savings. The cost of boiler was \$ 151,800. If the utility savings are consistent, it will take about four years to repay the cost of the boiler.

Strategic Planning

Presentation of 2013 CalWORKs NIPR (Information)

Patrick Walton presented the final Student Services area NIPR for this year. Sandy asked if the program was going to move into the old Fire Science area as recommended. It was identified that the area is currently slated for Information Technology.

Accreditation Steering

Accreditation Update (Information)

Sue Mouck identified that the Draft 2014 Accreditation Self-Evaluation was distributed to the entire campus twice in the last week. Standard meetings have been scheduled as follows:

- i. Standard I – August 22, 2013 – 1:00 pm – HU-204
- ii. Standard II – August 29, 2013 – 1:00 pm – HU-204
- iii. Standard III – August 30, 2013 – 1:00 pm – MS-121
- iv. Standard IV – August 23, 2013 – 1:00 pm – MS-121

She expressed concern about the number of individuals who have expressed an inability to participate. She acknowledged that the timing is poor for instructors and particularly student services personnel, but accreditation impacts all of the campus. She identified that only four individuals had attended the Standard I meeting scheduled earlier today. She conveyed that a number of individuals have provided feedback electronically. Patrick



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Walton inquired as to who was editing the document. The idea of hiring an adjunct faculty member to edit was discussed. Ms. Mouck responded that she had edited the previous documents with assistance from the entire campus community. A suggestion to hire a consultant to review the document was also presented. The availability of time and money for hiring a consultation was questioned. Those in attendance indicated the intention to carefully review the document in the next few weeks.

Other:

Dave Clausen identified that he and Aeron Zentner have been tracking FTEs. This last week the numbers have improved. Late start classes and positive attendance enrollments are not showing at this time. If the late start and positive attendance are removed FTEs for fall 2011 were 532 and for fall 2012 FTEs were 489. Comparing current FTEs to previous falls without late start or positive attendance show that this fall is stronger than last year. There are still several potential sources of additional FTEs. One is the FIELD contract for noncredit FTEs in ESL. The current budget contains non-resident budgeted of \$450,000. Currently the revenues are at \$300,000. International students are paying their bills and currently show less than \$2,000 debt. The Dorm currently has 90 residents, the highest number at this time in recent years. The Dorm capacity is currently 110.

Dr. Beatriz Vasquez shared that several students have expressed their satisfaction with healthy food choices in the cafeteria.

Aeron Zentner identified that he and Adam Runyan have developed several alternatives for a college slogan. He will be distributing an email with the opportunity to vote on a slogan. He also indicated the marketing efforts are expanding to include a return of a campus billboard, mass emails using mailchimp and Facebook.

Carie Camacho suggested that the high school is looking for sponsors for the teams and this could provide opportunities for marketing.

Jonathan Herring announced the first ASB meeting on Monday at 4:30 in the Board Room.

Requests were made to include Block Grant Updates on the next agenda and a MAA Update in the near future.

Meeting adjourned at 4:02pm

Future Meetings:

Thursday, August 29, 2013 at 3:00pm

Thursday, September 5, 2013 at 3:00pm different location

Future Agendas:

1. Review of the September 10, 2013 Governing Board agenda (Information) – August 29, 2013



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2. Graphics Manual – August 29, 2013
3. Acceptance of AP 3550– Drug Free Environment and Drug Prevention Program (Consultation) – Vickie Ramsey
4. Acceptance of AP 3600– Auxiliary Services (Consultation) – Vickie Ramsey
5. Presentation of 2012 Auxiliary Services (Food Service/Bookstore/Book Rental/Loan Program) NIPR (Information) – Dave Clausen
6. Presentation of 2013 Basic Skills IPR (Information) - Cheryl Aschenbach – August 22
1. Presentation of 2013 Welding Technology IPR (Information) - Cheryl Aschenbach
2. Presentation of 2013 Gunsmithing IPR (Information) - Cheryl Aschenbach
3. Presentation of 2013 Maintenance and Operation of Plant NIPR (Information) – Dave Clausen