



Consultation Council / Strategic Planning Committee 2013-2014

Administration:

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

Classified:

Jeff Lang
Carol Montgomery
Kim Clain
ASB
Jonathan Herring

Faculty:

Cheryl Aschenbach
Carie Camacho
Sue Mouck
Robert Schofield
Alison Somerville
Ross Stevenson

Management:

Terry Bartley
Dave Corley (ITP)
Vickie Ramsey (HRMP)
Greg Collins (FMP)
Aeron Zentner (OIE)

All those present indicated in **bold**.
Guests: Cory McClellan, Lori Collier

Minutes for March 11, 2014
3:00 pm in CD-119

Consultation Council

Approval of Consultation Council minutes for March 6, 2014 (Consultation)
By consensus, Consultation Council approved the minutes for March 6, 2014.

Strategic Planning

1. Institutional Budget Prioritization (Consultation)

Cheryl Aschenbach asked for confirmation that at the last meeting Consultation council prioritized the first eight positions on the staffing list and then agreed that prioritizing the list further at this time was not necessary. The membership agreed with her assessment. The committee began with the one-time expenditure priority list. David Corley identified that the DTRTP Server has been purchased and can be removed from the list. Dave Clausen identified that the safety issues in the fitness center are being addressed and that could be removed as well. Ross Stevenson asked whether the Fitness Center could be closed down so that the repairs could be completed more quickly. It was agreed that the repairs would only take about a week and the Center could be closed for that length of time. After considerable discussion the following list of priorities were agreed upon. The exhaust system for the biology prep room was considered a safety issue. The AWS Testing Facility requirements together were determined to be an important issue, to better serve Welding students and acquire additional FTEs. Similarly, the need for the Automotive program to meet the NATEF standards was identified as a priority to meet student and institutional needs. The high expense for the institutional move to store documents electronically necessitated prioritizing improved security for the storage of paper copies. The need for improved confidentiality in the counseling offices moved the completion of the partition between two counseling offices to priority #6. Lastly providing increased storage for the gunsmithing program was identified as priority #7. Several individuals expressed concern about prioritizing a request from a program with an

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overdue instructional program review. Mr. Stevenson, a strong proponent for the program, stated that he would work with the instructional office and program faculty to complete the missing curriculum review, which is still missing from the IPR.

Identify Budgetary Needs/Reductions and provide Justification/Impact- Program Review and Institutional Planning Document Locator (e.g. Section, Page Number)	Total Cost	Unit Level	Area Level	College Level
Provide a chemical storeroom exhaust system for the central biology preparation room. [2004 -Biological IPR Priority #12] - Status: remains a need	10,000.00		2	1
AWS Accreditation: Application to become an AWS Accredited Testing Facility [2011 Welding IPR]	2,300.00		3	2
AWS Accreditation:Set-up and equipment maintenance schedule [per requirements] [2011 Welding IPR]	1,500.00		4	2
AWS Accreditation:Additional costs to meet the requirements of an on-site audit [2011 Welding IPR]	4,200.00		5	2
Auto: Auto tools to meet NATEF standards Purchase item list 2, 17, 28 [2011 Auto Tech IPR, 2013 AIPR]	44,375.00		6	3
The need for secure storage of student records continues to be a concern. Complete the restructure of the records room for security purposes to include walls to the ceiling and a locked door. Include secure file cabinets. [2013- A&R NIPR Priority #1]- Status: new priority	5,700.00		5	4
Improve/modify shop ventilation and ducting. [Sections 3C & 5A]. [2011 -Welding Technology IPR Priority # 2] - Status: new priority	10,000.00		4	5
Eliminate the gap between two counselor offices to improve privacy and confidentiality. [2013- Counseling NIPR Priority #3]- Status: new priority	1,000.00		6	6
Add a storage facility adjacent to the gunshop to store program equipment and eliminate safety concerns regarding the storage of this equipment. [2011- Gunsmithing IPR]	10,000.00		14	7

Two items, Automotive Technology tools and a Martin Folding Machine for the Digital Graphic Design program were recommended for inclusion in the proposal for next years VATEA funding. Office furniture request for ergonomic reasons was referred to Human Resources for possible funding. It was suggested that several smaller money amount items be funded out of either the Academic Services or Information Technology accounts. The library requests were tabled pending a decision on the future of the library. The group agreed to continue the prioritization of the on-going expenditures list at the next regularly scheduled Consultation Council meeting on March 20, 2014 at 3:00 pm.

2. Budget Open Forum – March 14, 2014, noon, Middleton Hall

The Budget Open Forum the Friday would be premature since the prioritization process has not been completed. The forum will be rescheduled for a Friday at noon after the prioritized list is published.

Accreditation Steering

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Accreditation Update (Information)

Sue Mouck reminded the group of the accreditation team visit next week. She informed that group that an additional member to the team has just been appointed filling the missing area of a representative from Student Services. She advised every one of the "Meet and Greet" scheduled for Monday, March 17, 2014 at 4:30 pm in the Board Room. The entire campus community is invited. Additionally, there will be two open forums Tuesday, March 18, 2014 at 11:00 am and Wednesday, March 19, 2014 at 3:00 pm both in Middleton Hall. The Open Forums are the campus opportunity to share with visiting team members. She further informed the group that the "Exit Forum" when the team chair will provide some insight into the impressions of the team will occur on Thursday, March 20, 2014 at 2:00 pm also in Middleton Hall. The team chair will speak at the "Exit Forum" but there will be no opportunity for campus questions at that time.

Other:

Future Meetings:

Thursday, March 20, 2014

Thursday, March 27, 2014

Future Agendas:

1. Discussion of Institutional Section for CIMP (Consultation) – Aeron Zentner
2. Discussion of process for background checks for faculty and administrative positions (Consultation) – Ross Stevenson
3. Acceptance of AP 4104– Contract Education (Consultation) – Cheryl Aschenbach
4. Acceptance of AP 3550– Drug Free Environment and Drug Prevention Program (Consultation) – Vickie Ramsey
5. Presentation of 2013 Welding Technology IPR (Information) - Cheryl Aschenbach
6. Presentation of 2013 Human Services IPR (Information) - Cheryl Aschenbach
7. Presentation of 2013 Gunsmithing IPR (Information) - Cheryl Aschenbach
8. Athletics Update (information) – Glen Yonan (March 27)