



Consultation Council / Strategic Planning Committee 2014-2015

Administration:

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

Classified:

Jeff Lang
Carol Montgomery
Kim Clain
ASB

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)

Those present indicated in bold

Guests: None

Minutes for August 28, 2014
3:00 pm in CD-119

Accreditation Steering Committee

1. PSTF Substantive Change Proposal Site Visit (Information)

Dr. Hall announced that a letter from the ACCJC had been received, indicating that the site visit on August 11, 2014 met the Department of Education requirement and the approval of the off-campus site on May 8, 2014 was verified.

Consultation Council

1. Approval of Consultation Council minutes for August 5, 2014 (Consultation) – *By consensus, Consultation Council approved the minutes for August 5, 2014.*

2. Administrative Updates (Information)

- a. *Dr. Hall provided proposals for revisions to BP and AP 3570 – Smoking*
- b. *Brian Murphy provided a demonstration of a different method for providing data to programs and interested individuals on campus. The suggestion that LCC pursue a similar system when the Portal is in place. David Corley identified that he is already working on moving the Report Server into the Portal as Stage II.*
- c. *David Corley reported that the timeline for releasing the Portal to employees is October and to students in November.*
- d. *Dr. Hall reported that he has distributed copies of his goals for the year, including:*
 - i. *Continue to seek alternative funding (grants) to sustain programs and services. Ultimate goal is to have the grant funding total be equal to the general fund budget*
 - ii. *Provide a culture on campus of transparency, evidence, and trust as a pathway to innovation and excellence*
 - iii. *Increase the number of students with education plans*
 - iv. *Continue to meet accreditation standards*

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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- v. *Continue to work with our service-area schools in Closing the Achievement Gap*
 - vi. **MEET MINIMUM FTES**
 - vii. **STAY WITHIN THE BUDGET**
 - viii. *Continue to be a visible administrator in the community that strives to continue an enhance working relationships with all facets of the community*
 - ix. *Provide professional development to the administration, faculty, and staff*
 - x. *Seek to provide access to LCC classes to the service area*
- e. *Dr. Robinson reported that the certification paperwork for the CNA program has been submitted. The full class has been postponed. She is working on the LVN program. The POST/NRA Coordinator position has been temporarily filled by Kelly Tipton.*
- f. *Patrick Walton reported that there are current 111 students in the dorm. There are only three remaining open beds. There are new beds. A common kitchen is not open every evening. An administrative assistant position is being created to free up Beau for other activities. The position will be funded out of auxiliary funds. The position will be part-time ten-month position. The position is a pilot position dependent on keeping the dorm full.*
3. Discussion of process for background checks for faculty and administrative positions (Consultation) – Ross Stevenson
Cheryl Aschenbach suggested that the item be tabled until Ross Stevenson can be in attendance.

Strategic Planning

1. Update on the Status of Initial Meetings of the Planning Committees (Information) – committee chairs
 - a. *The Institutional Effectiveness Planning Committee is meeting for the first time tomorrow.*
 - b. *Student Services Planning is meeting in the next couple of meetings.*
 - c. *Academic Planning is meeting in the next couple of meetings.*
2. Presentation of 2014 Physical Education IPR (Information) –
Cheryl Aschenbach presented the PE IPR. Patrick Walton inquired as to whether the cover page should be standardized



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Other:

1. *Kim Clain suggested that Fridays become "hat day" in addition to wearing other attire supporting Lassen Community College.*
2. *Terry Bartley identified that she has pushed in a second tentative budget to provide more accurate budget data. Final FTE data is not available for last year at this time.*
3. *Fall numbers are up as reported by Brian Murphy.*

Future Meetings:

Thursday, September 4, 2014 at 3 pm in CD-119

Future Agendas:

1. Presentation of the following 2014 NIPR Annual Updates (Information) – Patrick Walton
 - a. EOP&S/CARE
 - b. Student Life
2. Chapter 3 Board Policies and Administrative Procedures (Consultation) – (September 4, 2014)
3. Presentation of 2014 Distance Education/Correspondence NIPR (Information) – Tammy Robinson
4. Presentation of 2014 Community Services NIPR (Information) – Tammy Robinson
5. Acceptance of AP 3550– Drug Free Environment and Drug Prevention Program (Consultation) – Vickie Ramsey
6. Presentation of 2013 Welding Technology IPR (Information) - Cheryl Aschenbach
7. Presentation of 2014 Automotive Technology IPR (Information) - Cheryl Aschenbach
8. Presentation of 2014 Business IPR (Information) - Cheryl Aschenbach
9. Presentation of 2014 Athletics IPR (Information) - Cheryl Aschenbach