



# Consultation Council / Strategic Planning Committee 2015-2016

Administration:  
Dr. Terri Armstrong  
Dave Clausen  
Dr. Marlon Hall  
Brian Murphy  
Patrick Walton

Classified:  
Jodi Long  
Carol Montgomery/Matt  
Kim Clain  
ASB

Faculty:  
Cheryl Aschenbach  
Carie Camacho  
Robert Schofield  
Nison Somerville  
Guss Stevenson

Management:  
Bobbie Theesfeld  
John Larrived  
Dave Corley (ITP)  
Vickie Ramsey (HRMP)  
Greg Collins (RMP)

Additional participants: Terry Bartley, Chad Lawson, Matt Levine, Dr. John Taylor

Agenda for April 28, 2016  
3:00 pm in CD-119  
**Meeting called to order 3:05pm**

## Consultation Council

1. Accept minutes from April 7 meeting (Consultation) – Cheryl Aschenbach
  - a. **Minutes were approved by consensus**
2. Approve BP & AP 4023 Syllabi as recommended by Academic Senate (Consultation) – Cheryl Aschenbach
  - a. *Discussion – There was the request to establish uniformed drop dates to provide consistency from class to class. Will look for the old policy and have Academic Senate explore language.*
  - b. **BP and AP were approved by consensus**
3. Presentation of 2015 LVN IPR (Information) – Cheryl Aschenbach
  - a. *Reminder that Academic Senate does not approve content (i.e. grammatical errors, etc.) they simply evaluate if minimum conditions are met. Committee has concerns that IPR/NIPR's are posted to the website for community members to view. There is concern that we have not offered a program for 3 years. Matt Levine would like to suggest inactivating the degree until we get it started again.*

## Strategic Planning

1. Budget and planning process evaluation timeline (Information) – Cheryl Aschenbach
  - Individual surveys going out early next week. Must be completed by 5/17.
  - Constituent and Planning Committee surveys will be distributed early next week. Must be completed by 5/17 and sent to Cheryl.

*It is very important for individuals and committee members to make suggestions to our budget and planning process. This is the opportunity to turn the complaints into suggestions.*

2. Discuss IPR budget recommendation spreadsheet (Information) – Cheryl Aschenbach
  - Staffing not included – done in March

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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- Some lines not in proper format because they weren't received in proper format
- Prioritization within each master plan was assumed to be in order; only EMP had Area Priorities noted.
  - a. *Discussed the formatting of the spreadsheets. Dave offered that he and Terry would clean up the spreadsheets. Updating of these prioritization lists before moving forward. Some items on these lists need to be removed. Suggested making a line item for facilities on the EMP for Dr. Armstrong's use. Prioritize by what we "need" to do rather than by the funds. Departments came up with items in great detail this year because there is money and it was suggested that we do it like this every year. This budget process is really a result of last year's plans. If a new process is developed facilities needs to be included earlier in the process for accurate cost of potential expenditures. Annual updates are helpful when budget planning (i.e. removes outdated items and includes new items in a timely fashion).*
- 3. FMP and ITMP drafts (Informational)
  - a. *These two items were presented as information at this time but will return for acceptance*

### Other:

1. *Library looks great! When is the grand opening scheduled? No, official dates but discussion of the first of next school year would be a good time.*
2. *What is happening with the website? A survey monkey is going to be distributed to people on and off campus next week. One of the questions asked will be what community college websites do you like. Please keep in mind ones that look good from a smartphone. We have a consultant waiting for the response to design a format template. Our IT will provide the continued maintenance after it is built and the departments will still be responsible for content.*
3. *Status of Fire Science move: They are getting the Dumbo area (inside and out) ready for the move. Equipment really needs to be in the room by May to accommodate the fire season. The FS department is still planning to move into EOPS's current location.*

*Meeting adjourned 4:03pm*

### Future Meetings:

Thursday, May 5, 2016 at 3pm in CD-119  
Thursday, May 19, 2016 at 3pm in CD-119  
Thursday, May 26, 2016 at 3pm in CD-119



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## Future Agendas:

1. Accept Draft ITMP (Information) – David Corley
2. Accept Draft FMP (Information) – Greg Collins
3. BP 3715 Intellectual Property and AP 3715 Intellectual Property
4. Presentation of 2014 Community Services NIPR (Information)
5. Presentation of 2014 Distance Education NIPR (Information)

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