



Consultation Council / Strategic Planning Committee 2016-2017

Administration:

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

Guests: Matt Levins, Barbara Morschauer

Classified:

Jeff Lang
Carol Montgomery
Kim Clain

ASB:

Johanne Cote

Faculty:

Cheryl Aschenbach
Colleen Baker
Carie Camacho
Kory Konkol
Alison Somerville
Rose Stevenson

Management:

Terry Bertles
Eric Imrie
Dave Corley (ITP)
Vickie Ramsey (HRMP)
Greg Gillies (FMP)

Minutes for November 2, 2016
3:00 pm in CD-119

Call to order

Consultation Council

1. Accept minutes from September 21, 2016 and October 5, 2016 meetings (Governance) – Dr. Armstrong –
Accepted by Consensus
2. Adopt Shared Governance and Consultation Council Handbook (Governance) – Dr. Armstrong-
Terry proposed that change occur in from 4 of the 5 constituencies present for a quorum to 3 of the 5 constituencies to match the committee meeting requirements. Ross opposed the change because of past trust issues, Jeff also spoke up opposed, he did not feel that the trust issue on campus has been resolved enough. Ross brought up the outdated org charts that were part of the document. Patrick brought up a chart that was created in August of 2016, the chart in the current plan was from August of 2015. Ross was also concerned that the Academic Org chart showed the Athletic department connected to the CTE Physical Education Division Chair and that was not appropriate, as the division chair does not oversee the Athletic department. Patrick will correct the August 2016 org chart to reflect that change and bring them back to consultation council for consideration.
Based on the change needed it was recommended that the approved org charts be updated and inserted into the document before it goes any further for adoption.
Ross requested clarification on below college level basic skills courses as to who was approving these in the schedule. The Division Chair for basic skills should be the one approving these classes, Dr. Hall stated he would be insuring that this happens.
3. Academic Services Update (Information) – Dr. Armstrong
 - a. Fire Science program & Fire Science Director
Dr. Armstrong wanted to inform consultation council that because of the retirement of the Director in August, there was a need to fill this position. She wants to bring an interim in immediately so that the integrity of the

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program does not suffer. She is going to offer the interim position right away to Chad Lawson and then fly the position next year for permanent replacement. Dr Hall wanted consultation council to know that this is being discussed in this forum to demonstrate his commitment to the transparency in decision-making.

b. Athletics Director

Dr. Armstrong wanted to let consultation council know that she wanted to hire an interim full time Athletic Director. Glen Yonan has been the assistant athletic director for this past year, she wants to make the change to a full time athletic director and place Glen in as the interim hire. This would increase the load from 10 month to 12. She also suggested turning the PE classes over to the Athletic Director as well. Ross suggested that while this is an interim position that Dr. Armstrong retains the evaluation portion of full time faculty in the PE department and let the athletic director evaluate the adjunct faculty as well as the coaches. Much discussion occurred regarding the placement on the salary schedule. Brian Murphy brought up that the past practice of the district was to pay an interim at step A of the appropriate salary schedule. Dave and Patrick also corroborated with Brian that they wanted to check if policy supported that practice as well. Dave pointed out that Dr. Armstrong needs to get a job description and a justification for salary Grade that would be appropriate for the position. The position would be flown for permanent placement as an educational administrator next year.

Strategic Planning

1. Present Fiscal Services 2016 Annual Update (Information) – Terry Bartley
Consultation reviewed the fiscal services annual update with a suggestion that future recommendations include the replacement of the loading dock for safety reasons.
2. Present 2015 Gunsmithing IPR (Information) – Cheryl Aschenbach
Consultation council reviewed the Gunsmithing IPR with comments on the statements regarding SLO student evaluations.

Accreditation Steering

None

Other (Information Only – No Action)

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Brian Murphy informed the group that because of the growth of the Inmate Education program, he is in need of hiring a one year interim ISS III to work at high desert and CCC to offer additional support for the students in the business classes. The IEMP grant would fund position for up to a year and will be brought back to consultation council during the normal budgeting process for prioritization for future years. Ross was concerned that this position is ranked lower in the educational plan and wanted it documented why it was being advanced for hire above the other recommendations. Brian has been the lead proponent on the Inmate Education program and was unable to attend the planning meeting when the rankings occurred. Brian pointed out that we have stated a commitment to our inmate population to offer quality education programs in our planning processes and that with the rapid growth of this program, an ISS has been identified as needed sooner than anticipated when the program was launched last year. The growth potential is in planning and discussions when Division Chairs meet as well as in the development of the Educational Master Plan. The popularity of the program has brought the need to plan for growth in subjects such as English, math, and foreign languages in the very near future. Ross asked Dr. Hall if he would look into why other districts are offering face-to-face classes to High Desert and CCC without agreements from us to be teaching in our territory. Dr. Hall agreed to look into this, Brian cautioned that we not make too much issue at this time until we are ready to step in and replace those classes with our own instructors. Colleen in her role as division chair brought up the need to hire another instructor right away to teach business courses. The current adjunct faculty may not stay and there is enough of a load to hire another full time instructor. The current EMP addresses this need but the need is there for the Spring 2017 semester. Dave suggested that we hire a one-year temporary instructor now and place that instructor on the priority list for this year's budget process, paying for this year out of contingency. It is accepted through consensus to proceed with both the ISS through categorical funding and the Instructor through contingency funding bringing them both back for review during the budget prioritization process for the 2017-2018 budget cycle. The ultimate decision to hire now rests with the Division Chairs and the Vice President of Academic Services.

Requests for Future Agenda Items

Adjourn: 4:30

Future Meetings:

Wednesday, November 16, 2016 at 3pm in CD-119

Wednesday, December 7, 2016 at 3pm in CD-119

Wednesday, December 21, 2016 at 3pm in CD-119

Future Agendas:

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1. Approve and forward BP 3715 Intellectual Property to the Board; approve AP 3715 Intellectual Property (Consultation) – Cheryl Aschenbach
2. Presentation of 2014 Community Services NIPR (Information)
3. Presentation of 2014 Distance Education NIPR (Information)

Draft