



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: Lori Collier, AJ Chan

Minutes for August 29, 2013

Called to order at 3:00pm

Consultation Council

1. Administrative Services Update (Information)

Dave Clausen identified that the Administrative Services area is experiencing challenges directly resulting from lack of permanent staff. There is currently no Director of Facilities. Patrick Clancy done a great job. Maintenance is short staffed with Patrick Clancy doing double duty as the director, Jeff Lang on vacation and Phil Horner's last day is next Tuesday. Financial Aid has also been short staffed with Matt Levine needing time with his wife and Shawn Hubbard off. Diann Jackson has done a great job keeping the office operating. The payroll position is still vacant as is the bookstore position. The 2013-2014 final budget should be finished tomorrow. The budget is still based on 1700 FTE. Dave Clausen is confident that the 1700 will be met. The college is on track for the same FTEs as fall 2011, when the college made 1837.

Terry Bartley informed the group that the contract for "Hire One" direct deposit of financial aid for all students is moving forward. The debit card could be used as an ID card, but does not have a photo. 80% students of our students are on financial aid. Lori Collier volunteered to assist with the design of the cards. Members suggested that the college should inquire about photos on the ID card. It needs to be determined how much additional time would be needed to include a photo or whether the photo be added later so the cards could be used as a bus pass. Marketing information can be provided.

2. Block Grant Update (Information)

Dave Clausen identified that the state is providing additional funds in the form of two grants: \$109,000 in Instructional Equipment/Library Materials Block grant which requires 3-1 match and \$109,000 for maintenance which requires a 1-1 match.



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3. Acceptance of AP 4235– Credit by Exam (Consultation)
Cheryl Aschenbach reported that the Academic Senate worked on revising the AP to expanded types of exams that will meet the requirement for credit. Lori Collier identified that high school students are still missing the opportunity to take advantage of the 2 + 2 agreements. The problem may be in A&R. Sandy Beckwith suggested mandating students provide high school transcript. The revised AP provides students the opportunity to earn 2 + 2 credit without completing any additional units at the college. AP 4235 – Credit by Exam was accepted by consensus.

Strategic Planning

1. Graphics Manual (Consultation)
Lori Collier introduced AJ Chan, a graphic design student whose project was to research and update the “Graphic Design Manual.” Aeron asked about the process to develop a new logo for their area. The dean of the area approves the proposal in consultation with graphic design for consistency with the “brand.” Origin of logo was discussed.

Accreditation Steering

Accreditation Update (Information)

Sue Mouck identified that three of the four standard teams have met. The meetings for both the Standard IV and Standard II were well attended. The meetings provided an opportunity for in-depth review of each of the standards. Attendees provided a wealth of meaningful feedback. The last Standard meeting is scheduled for tomorrow. Following that meeting, Sue Mouck will prepare a revised Draft 2014 Accreditation Self-Evaluation. The draft will be presented to Consultation Council for adoption. Following adoption of the draft, it will be distributed to the various constituent groups for their review. During that review process, Sue will be compiling the documentation for the report. She requested prompt attention to any requests for evidence. The evidence needs to be organized onto a CD to be forwarded with the approved document to ACCJC.

Other:

Cheryl Aschenbach reminded the attendees that the next Consultation Council meeting will be held in HU-206.

Meeting adjourned at 3:35pm

Future Meetings:

Thursday, September 5, 2013 at 3:00pm HU-206

No meeting scheduled for Thursday, September 12, 2013 meeting as requested by the classified representatives



Consultation Council / Strategic Planning Committee 2013-2014

Thursday, September 19, 2013 at 3:00pm in CD-119

Future Agendas:

1. Review of the September 10, 2013 Governing Board agenda (Information) – September 5, 2013
2. Acceptance of AP 3550– Drug Free Environment and Drug Prevention Program (Consultation) – Vickie Ramsey
3. Acceptance of AP 3600– Auxiliary Services (Consultation) – Vickie Ramsey
4. Presentation of 2012 Auxiliary Services (Food Service/Bookstore/Book Rental/Loan Program) NIPR (Information) – Dave Clausen
5. Presentation of 2013 Basic Skills IPR (Information) - Cheryl Aschenbach – September 19, 2013
6. Presentation of 2013 Welding Technology IPR (Information) - Cheryl Aschenbach
7. Presentation of 2013 Gunsmithing IPR (Information) - Cheryl Aschenbach
8. Presentation of 2013 Maintenance and Operation of Plant NIPR (Information) – Dave Clausen