



Consultation Council / Strategic Planning Committee 2012-2013

Administration:
Dr. Marlon Hall
Dave Clausen
Sue Mouck
Patrick Walton

Classified:
Jeff Lang
Carol Montgomery
Tami Wattenburg
ASB
Robert Lopez

Faculty:
Cheryl Aschenbach
Colleen Baker
Carie Camacho
Ross Stevenson

Management:
Terry Bartley
Vickie Ramsey (HRMP)
Planning Committees
Eric Rulofson (FMP)

Those present indicated in **bold**.

Guests: Michael Morales, Alisa Baraby, Matt Levine

Minutes for May 6, 2013
1:30 pm in CD- 119

Called to order at 1:31pm

Consultation Council

1. Review of draft Board agenda (Information) – Dr. Hall
2. Acceptance of Chapter 7 Administrative Procedures (Consultation) – Vickie Ramsey
No acceptance – these are still being updated by Vickie and will be complete by the last meeting this semester.
3. Administrative Services Update (Information) – Dave Clausen
Dave reported that Terry and Vickie attended a training/informative session about new health care mandates, and he foresees more training needed in the future. We won't be able to function hiring short and long-term positions and substitutes as well as student positions like we have been. Temporary, substitute and student employees (CalWORKs, work study) will need to be limited to 20 hours per week or else the district will have to fund benefits. Other positions will have to be figured out. Dave anticipates that we will have to be very deliberate with hiring decisions.

There is also discussion about tiered insurance rates depending on number of individuals being insured in each family. As a result of the mandates, we'll have an increased cost for audits and there will be an increased burden on Human Resources. There may also be additional taxes to be paid by our employees because we offer a Cadillac plan. Dave said we need to explore options for health care plans/options as well learn more about how COBRA will work. All of these concerns add potential work for Human Resources & Administrative Services.

4. Institutional Level Administrative Unit Outcomes (Consultation) – Sue Mouck
Sue pointed out that we have institutional student learning outcomes (iSLOs). These were adopted a few years ago when it was realized that the



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*first set of iSLOs did not work well in student services. Now that we're talking more about administrative unit outcomes (AUOs), it's become apparent that AUOs do not map to iSLOs. Sue suggested that one option is to consider revising iSLOs to make them suitable for mapping to both instructional and student service SLOs as well as AUOs. Or, the WEAVE online implementation team suggested that we consider adopting and using our strategic goals as AUOs, and Sue promotes that recommendation. Members present felt that it was appropriate to do this. **Consultation Council agreed by consensus to adopt the Strategic Goals as AUOs also.***

5. Summer Meeting Schedule (Consultation) – Cheryl Aschenbach
By consensus, Consultation Council agreed to meet the following Mondays: June 10, July 1, August 5 at 1:30pm

Strategic Planning

1. Lassen College Strategic Plan (Consultation) – Sue Mouck
*Annually in May, Consultation Council reviews the District Strategic Plan in preparation for Board review at their planning retreat the second meeting in July and adoption in August. Last year, changes were made. Sue recommended that we not recommend any changes for two reasons: 1) we have only completed one planning cycle using the current strategic plan, and 2) we would need to produce new documents if any changes are made. Sue recommends being conservative at this point. **By consensus, Consultation Council recommends to the Board that no changes be made to the Strategic Plan.***
2. Presentation of 2012 Business IPR (Information) – Cheryl Aschenbach
The Business IPR has accepted at Senate and is on the Board agenda for May 14.

Accreditation Steering

1. Accreditation Self-Evaluation Survey (Information) – Sue Mouck
Sue reminded everyone that the accreditation survey link will be distributed via email soon, and Sue encourages us all to participate as well as to encourage others in our areas to participate.

Other:

Patrick explained that Heather will be joining us at Consultation Council to operate the interactive whiteboard to display items being discussed to reduce paper and printing expenses.



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Eric reported that he went to a seminar in Sacramento last week about SB 39 (facility upgrades and energy savings for community colleges and K-12). Money will be available over the next five years on a competitive basis for schools to address green and energy reduction issues. There were not specifics about getting money, but more about what vendors will be participation. Eric will share more information as it becomes available.

Meeting adjourned at 2:07pm

Spring and Summer 2013 Meetings:

Monday, May 13, 2013 at 1:30pm in CD-119

Monday, May 20, 2013 at 1:30pm in CD-119

Monday, June 10, 2013 at 1:30pm

Monday, July 1, 2013 at 1:30pm

Monday, August 5, 2013 at 1:30pm

Future Agendas:

1. Logo versus Seal and Graphics Manual (May 13)
2. Review evaluation reports & establish budget & planning process revision subcommittee (May 13)
3. Annual Action Plan Evaluation Matrix – May 20
4. Consultation Council Orientation – May 20
5. AP 3420 Equal Employment Opportunity (Consultation) – Vickie Ramsey
6. 2012 Agriculture IPR (Information) – Cheryl Aschenbach - (May 20)
7. 2012 Enrollment Services NIPR (Information) –
8. 2012 Auxiliary Services – Food Service/Bookstore/Book Rental/Loan Program NIPR(Information) – Dave Clausen
9. Report on Boiler Project Repayment Progress – August 2013