



# 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

**Glenn Razzano**

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 in **bold**.

Guests: KC Mesloh, Carrie Nyman, Dr. John Taylor

Agenda for January 29, 2015  
3:00 pm in CD-119

Called to order at 3:01pm

## Consultation Council

1. Approval of Consultation Council minutes for January 22, 2015 (Consultation) – Cheryl Aschenbach  
*The minutes from January 22, 2015 were approved by consensus.*
2. Recommendation for Board Action on BP 3570 - Tobacco Products And Other Nicotine Containing Products On Campus and Adoption of AP 3570 - Tobacco Products And Other Nicotine Containing Products On Campus (Consultation)  
*Both the BP and AP need to include smokeless tobacco/chew but make exception for smoking cessation products like nicotine gum and patches. Also, are beetle leaves included? They are messy like chew and mildly euphoric. It was agreed that both the BP and AP would continue to be revised before being brought back for recommendation for Board action.*
3. Presentation of Student Equity Plan (Information) – Brian Murphy  
*Brian explained the purpose of the Student Equity Plan and the fact that we have been granted \$200,000 by the Chancellor's Office for implementation of the plan. The Student Services Master Plan committee drafted the plan with research guidance from Brian. The Academic Senate approved the plan on Tuesday, January 27, 2015. In response to an inquiry whether we're locked in to the plan, Brian and Patrick shared that we have flexibility, but we need to be able to justify changes. There are five main goals, three for access and two for success, with sixteen actionable objectives. Ross requested that there be an objective developed to measure impact of student attendance and participation in remedial math and English classes on student success. Brian suggested that it may be too late to put the objective into the plan, but it isn't too late to consider doing the research to better inform our efforts to increase student success in remedial classes. Ross also pointed out that there is general fund money targeted within the plan, but it should not be spent without going through the budget process. Just because it's in a plan approved by the Board*

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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*should not mean that the funds are dedicated; all spending must go through the prioritization process. Consultation Council members agreed this was important.*

## Strategic Planning

1. Updated Educational Master Plan (Consultation) – Dr. Robinson  
*Dr. Robinson pointed out that the staffing plan within the EMP has been updated since it was last brought to Consultation Council. Additional objectives and measures have also been added.*
2. Planning and Budget Allocation Process – Spring 2015 (Discussion)  
*February begins the budget allocation process. There was discussion about the need to anticipate fixed and elective costs related to grants and plans like the Equity Plan and Student Success Plan that may directly impact the general fund.*

## Other:

*Robert Schofield expressed a concern about the District's ability to have books available to students at the beginning of the class. There have been some cases where students still don't have EOP&S books in week four of the semester. Carol Montgomery pointed out that EOP&S students are given vouchers for the bookstore, but some books haven't been in stock and have been slow to arrive after ordering. Dr. Taylor asked whether e-books have been considered. There is some interest but there are some issues to be addressed first. Math has kept older textbooks in order to significantly reduce costs to students. Dr. Taylor will have further conversation with Ross and Robert about the options. Glenn Razzano shared that students voted against free e-textbooks at general assembly partially because of concerns for students who do not have Internet access and the increased cost for those students.*

*Robert also asked about the practice of cutting off online registration for all classes including online classes three days before classes started. Is the problem with an implementation of Datatel or is it a policy decision? Patrick explained that at this point students can register online but don't pay. We haven't been able to require payment at the time nor have we been able to set up a condition that payment must be received within a certain amount of time after registration. It sounds like there is a problem with the IT implementation related to registration, so the question is how can this be addressed? IT is under administrative services, so the request is made that Dave Clausen direct IT to solve the problem, so we can get students registered more effectively.*



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*Patrick Walton shared that a large number of students across the nation choose to take English and math through Adams State University in Colorado, and although Adams State is accredited, they don't require students to meet prerequisites. At this point, many schools including a CA community college are choosing to fight Adams State units and aren't accepting the courses taken at Adams State. We need to emphasize that our students should be taking math and English here, and student-athletes should be held to the requirement that at least 9 units be taken face-to-face on campus. Alison shared that many athletes have been misled by coaches or other informal advisors and end up in a situation where they are not able to graduate as planned because they haven't taken math and English.*

*Ross asked whether the job description currently flying for the VP of Instructional Services is incorrect, and Dr. Hall responded that it was in fact incorrect. A corrected version will be going online, and Dr. Hall assured Consultation Council that all applicants will be noticed of the additional athletic director duties required of the position.*

Meeting adjourned at 4:02pm.

### Future Meetings:

Thursday, February 5, 2015

No meeting Thursday, February 12, 2015 - Convocation

### Future Agendas:

1. Chapter 3 Board Policies and Administrative Procedures (Consultation)
  - a. BP 3050 Institutional Code of Ethics and AP 3050 Institutional Code of Ethics
  - b. BP 3715 Intellectual Property and AP 3715 Intellectual Property
2. Presentation of 2014 Community Services NIPR (Information) – Tammy Robinson
3. Presentation of 2014 Athletics IPR (Information) - Cheryl Aschenbach
4. Presentation of 2014 Distance Education NIPR (Information) – Dr. Robinson
5. Presentation of the following 2014 Student Life NIPR Annual Updates (Information) – Patrick Walton