



Consultation Council / Strategic Planning Committee 2015-2016

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

Classified:
Jeff Lang
Carol Montgomery
Kim Clain
ASB

Faculty:
Cheryl Aschenbach
Carie Camacho
Robert Schofield
Alison Somerville
Ross Stevenson

Management:
Terry Bartley
Dave Corley (ITP)
Vickie Ramsey (HRMP)
Greg Collins (FMP)

Agenda for November 5, 2015
3:00 pm in CD-119

Consultation Council

1. Acceptance of Consultation Council minutes for October 15 (Consultation) – Cheryl Aschenbach
Minutes approved by consensus, with a couple of spelling corrections
2. Board Retreat Update (Information) – Dr. Hall
Dr. Hall reported that Dr. Armstrong attended the retreat and they discussed the following items:
 1. *Collaboration with local police department? Discussed the possibility of holding an active shooter drill on our campus. New cameras and radios have been purchased for security purposes. Radios will allow direct link with law enforcement. One of the security cameras will focus on our entrance. The purchase of blue boxes was also discussed. Jeff shared his concern with campus security and how it needs to be addressed in all buildings/facilities.*
 2. *Athletics*
 3. *Facility improvements*
 4. *Return of programs from Credence/ Public Training Safety Center*
 5. *Animals on campus policy- No dogs are allowed on campus but there is no way to enforce the policy consistently (i.e. service animals).*
 6. *Consultation Council minutes –There was an isolated incident when a board member was looking for minutes over summer. It was explained that we have fewer meetings over summer and minutes are only approved with a quorum.*
 7. *Discussed parcels of land LCC owns- Do we hold on to the pieces of property or is it time to let them go?*
3. Board Agenda (Information) – Dr. Hall
Per Dr. Hall, it is a light agenda, which includes a couple of new hires (i.e. Inmate Education, maintenance, child development) and Board policy reviews of Ch5 – Student Services section.

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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4. Softball Coach Update (Consultation) – Dr. Armstrong (or representative)
Dr. Hall asked that we hold this item until our next meeting.
5. Action Plan Evaluation Matrix – October update (Information) –
The Action Plan Evaluation Matrix has been started but hope to have it completed by our next meeting. We discussed that we currently have 16 approved Associate Degrees for Transfer. Matrix was available for viewing but no other discussion occurred.
6. Budget Prioritization Spreadsheet – September update (Information) – Dave Clausen & Administration
Dave provided an updated Budget Prioritization Spreadsheet.
 - a. *It was discussed that the math position is being flown.*
 - b. *Yellow items are budgeted.*
 - c. *We have spent money on Green items.*
 - d. *Academic contingency is funded.*
 - e. *It was suggested that the Fitness Center item should be on the ongoing list.*
 - f. *Increase to the Outreach budget has been included.*
 - g. *New trash receptacles have been purchased.*
 - h. *Post lift has been purchased and installed by the company.*
 - i. *Included Document Imaging*
 - j. *Discussion included purchasing four vans, a bus, and will need a driver. Suggested that the driver position could be structured like a previous positions (1/2 time maintenance and 1/2 driver). Most teams could travel with bus alone (33 seats). The bus needs more discussion but Dave would like to move on the vans.*
 - k. *The district found an old program that looked at our roadways. Greg contacted the company to see what the improvements entail and how much it will cost.*
 - l. *We discussed how it is critical to get the other plans completed in a timely fashion to have items included in this budget. EMP should be done on Nov16. Facilities Master Plan probably has two more meetings before they are done. There are looking at many projects but prioritizing health and safety first. Backflow for math/science building was brought up as a concern and needs to be referred to the Facilities Committee. The goal is to have all feedback to the appropriate plans and dedicate Consultation on Dec 3rd to just prioritizing items.*
 - m. *Dave wanted to express his appreciation of the work done by maintenance with the ARC/Library and the pipe rupture this week.*



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- n. *Math and Biology positions should be up, or will be soon*
- o. *Dave said the Child Development and Business positions were dropped from the budget at the request of a previous administrator.*
- p. *Greg reported that we are hoping to hire master architects (\$20,000-\$30,000) who are familiar with small community college sites to help us determine how to move programs from Credence/Public Training Safety Center back to LCC, the potential expansion of new or existing programs. Time constraints are an issue. They may need to explore short-term plans until they can put the permanent plan in place. We would like to execute these changes correctly so we do not end up with issues due to poor planning. This issue will return to Consultation Council for further discussion.*

Strategic Planning

None

Other:

ASB cannot provide a Thanksgiving dinner as they have in the past. Should we, as a district do it? We would spend \$1,500 to \$3,000. People in attendance thought it was a good idea but it was suggested to plan for such an expense in the future.

Concern was expressed that LCC is honoring our veterans by taking Monday off even though the actual day to honor our veterans is Wednesday. The calendar committee is aware of the issue and will be aware when planning future calendars.

Future Meetings:

Thursday, November 19, 2015 at 3pm in CD-119

Future Agendas:

1. Presentation of 2014 Athletics IPR (Information) – Cheryl Aschenbach
2. BP 3715 Intellectual Property and AP 3715 Intellectual Property
3. Presentation of 2014 Community Services NIPR (Information)
4. Presentation of 2014 Distance Education NIPR (Information)