



Consultation Council / Strategic Planning Committee 2016-2017

Administration:

Dr. Terri Armstrong

Dave Clausen

Dr. Marlon Hall

Brian Murphy

Patrick Walton

Classified:

Jeff Lang

Carol Montgomery

Kim Clain

ASB:

TBD

Faculty:

Cheryl Aschenbach

Colleen Baker

Carie Camacho

Kory Konkol

Alison Somerville

Kate Steverson

Management:

Bobbie Theesfeld

John Larrivée

Dave Corley (HRP)

Vickie Ramsey (HRMP)

Greg Collins (EMP)

Guests: Terry Bartley, Matt Montgomery, Codi Mortell

Agenda for August 24, 2016

3:00 pm in CD-119

Called to order 3:03pm

Consultation Council

1. Accept minutes from August 9, 2016 meeting (Consultation) – Cheryl Aschenbach
Approved by consensus
2. 2016-2017 LCC Budget (Information) – Dave Clausen
 - a. *Still unsure of excess fund balance. Waiting for audit to be finalized but potential of \$1.7 million rollover.*
 - b. *Projected 1,760 FTE but 1,550 (200 less) may be more realistic. Discussing if we need to rollover early summer. New base will be established if we do not hit the projected FTE of 1,760.*
 - c. *Enough cash flow this year without outside financing. Next year will be the last year for making payments to the state.*
 - d. *This budget reflects the accurate amount that the Child Development Center and bookstore are requiring of the general fund to maintain.*
 - e. *The budget will be advertised in the newspaper.*
 - f. *15% reserve is required. Dave will get official numbers on what our current reserve is and report it out before the board meeting.*
 - g. *Dave will also determine how much in the fund balance will be cash.*
3. Approve and forward BP 3715 Intellectual Property to the Board; approve AP 3715 Intellectual Property (Consultation) – Cheryl Aschenbach
AP/BP been revised with many changes. The overlap has been removed.
Tabled this item as the documents were forwarded to legal this morning for review. Consultation Council will take action once legal feedback is received.
4. Approve AP 2712 Conflict of Interest Code (Consultation) – Dr. Hall
This has been a required process but being shared due to new language changes.

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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The document has conflicting language that states CBO is held to this criteria but then states held to a different government code. Dave will look into the correct language.

Approved by consensus.

5. Consultation Council Orientation (Information) – Cheryl Aschenbach
Cheryl presented on the process and guidelines of Consultation Council. The committee agreed to work on better two-way communication. If a recommendation is not supported, feedback will be reported back to the committee to improve the two-way communication process. The presentation will be distributed to campus.

6. Sod Reduction Plan (Information) – Greg Collins
Our next project will be to reduce sod on campus. It will allow the efforts of employees to be more efficient rather than spending so much time on equipment repairs, etc. It will also improve the drainage on campus resulting in a reduction of the “slip and fall” areas. This project will include creating dedicated entrances and improve our ADA compliance. Greg will offer a couple of campus tours/forums to discuss changes to specific parts of campus for those interested in attending.

Strategic Planning

None

Other (Information Only – No Action)

1. *The water well agreement we have with the City of Susanville has lapsed. An extension has been put into effect until they are able to meet.*
2. *Document Imaging-Financial Aid and Counseling have implemented Document Imaging. HR, Admissions, and transcript evaluation are moving forward.*
3. *Greg will provide an update at each meeting regarding progress with maintenance on campus. The Dorm is still under construction.*
4. *An active shooter drill was held on campus earlier this month. Lessons were learned and there is work to be done prior to future trainings.*

Requests for Future Agenda Items

1. Board policies that were tabled (BP/AP 3715)
2. More discussion on Strategic Planning (i.e. course offering, programs, etc.) related to community and global needs
3. Cost of the library renovation



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Adjournment: 4:28pm

Future Meetings:

Wednesday, September 7, 2016 at 3pm in CD-119
Wednesday, September 21, 2016 at 3pm in CD-119
Wednesday, October 5, 2016 at 3pm in CD-119
Wednesday, October 19, 2016 at 3pm in CD-119
Wednesday, November 2, 2016 at 3pm in CD-119
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:

1. Planning Committee Schedules (Consultation)
2. Accreditation Midterm Report – Timeline (Accreditation Steering) – Sept 2016
3. Presentation of 2014 Community Services NIPR (Information)
4. Presentation of 2014 Distance Education NIPR (Information)