



# Consultation Council / Strategic Planning Committee 2017-2018

## Administration:

Dr. Larry Buckley  
Dave Clausen  
Dr. Marlon Hall  
Brian Murphy  
Patrick Walton  
Kariisa Morehouse  
Guests: Kim Clain  
Fran Obere

## Classified:

Jeff Lang /Matt M  
Carol Montgomery/KC  
Kim Clain  
ASB:  
Jacob Hibbits

## Faculty:

Cheryl Aschenbach  
Barb Boston  
Carie Gamache  
Kory Konkol  
Alison Somerville  
Garrett Taylor

## Management:

Terry Bertles  
Eric Imrie  
Dave Corley (FF)  
Vickie Ramsey (HRMP)  
Greg Collins (TMC)

Minutes for July 7, 2017  
11:00am in MS-121

Call to order: 11:05am

Accept Agenda for July 7, 2017 – Dr. Hall/David Corley

*Note that Dr. Larry Buckley is the new Interim Vice President of Academic Services and will replace Dr. Terri Armstrong on the committee.*

*Approved by consensus*

## Consultation Council

1. Accept minutes from June 6, 2017 meeting (Consultation) – Dr. Hall/Kory Konkol  
*Approved by consensus*
2. Review Board agenda for July 11, 2017 (Information) – Dr. Hall  
*Committee reviewed the board agenda*
  - a. *A concern was raised regarding Bobbie Theesfeld's resignation. Are we moving forward with plans to replace her? Dr. Hall stated that plans for the Correspondence department are being discussed in Executive Cabinet and will be brought back at a future Consultation Council meeting.*
3. Elect Consultation Council Chair(s) for 2017-18 – Motion to table until next meeting – Dr. Hall/David Corley  
*No one is stepping forward to chair the committee. There was a discussion to try to resolve the issue.*
  - a. *Dr. Hall stated that although chairs have traditionally been faculty and accreditation chairs, that does not necessarily have to continue. He does not want it being run solely by an administrator. Having co-chairs would be okay but one should be faculty.*
  - b. *The charge of the committee was read from the handbook. There is an Accreditation Steering Committee component, so it's important to have faculty involved.*

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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- c. *Accreditation Chair position was flown to all faculty and there were no applicants.*
- d. *The chair has a lot of duties and the position is heavy on clerical components (typing agendas, minutes, etc.). Splitting duties was suggested at previous meetings.*
- e. *This year will be a planning year for the accreditation self-study. This body will need to make decisions on planning for committees, evidence collection procedures, etc. Many items are time sensitive. There is a stress factor placed on the chair to see that each component is addressed.*
- f. *We do not want someone to take this on and not understand all the work involved.*
- g. *The charge for the Council Chair is to foster and keep us on track. The actual work is the job of everyone on the committee. The Chair needs to run, facilitate and do behind the scenes work. A comment was made that there is too much "behind the scenes work".*
- h. *Karissa will send an email asking Cheryl & Alison to itemize Chair/Co-Chair duties and make a recommendation for structuring the workload to make it more manageable and less daunting.*

*Motion to table approved by consensus*

## Strategic Planning

1. Approve 2017-18 CIMP (Consultation) – Terry Bartley/Dr. Hall
  - a. *Brian thanked all the committees and people that gave input and helped develop the document.*
  - b. *Dr. Hall commented that other institutions have been found deficient in the accreditation process. It is in our favor to have a CIMP.*
  - c. *Dr. Buckley commented that what's great about this CIMP is that it integrates Instruction, Facilities, and all the other campus plans. We have done a good job.*

*Approved by consensus*

2. Review Strategic Plan and make recommendations as necessary to the Board (Consultation) – Brian Murphy
  - a. *Dr. Hall recommended making changes to the mission statement and values as suggested at the Strategic Planning Workshop held March 30-31. A copy of the final report was emailed to LCCEveryone on 4/26/17. It included adding language to the mission statement to define outreach areas, reordering the values to move student success to the top of the list and adding "Sustainability" to the values. Recommendations also*



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- included restating the vision statement to include phrases like “we can”, regional catalyst, and collective impact.*
- b. Can we make changes without getting approval from our constituent groups? Consultation Council is a recommending body. The Board approves any changes.*
  - c. How do we let the community know? How do we market this? We currently have it on our website and in our catalog.*
  - d. Using the Strategic Planning Workshop document as a guide, a new draft with the new language will be sent out for this body’s review.*
  - e. This will be discussed at the Board Retreat on July 25<sup>th</sup>. Representatives from CSEA, LCFA, Management, Admin and Students should attend. Carie Camacho and Terry Bartley volunteered. Matt will talk to Carol regarding the CSEA representative. Karissa will speak to Patrick to recommend a student representative. Dr. Hall will email everyone with meeting details.*

## Other (Information Only – No Action)

- 1. Dr. Hall announced that ACCJC accepted our mid-term report. Our next self-evaluation is due Spring 2020.*
- 2. Karissa announced events her department is working on.*
  - a. College Success Boot Camp: Offering non-credit, open entry/open exit CG-150, a series of classes geared to help students succeed. Classes will be held daily 8/7 – 8/18 and offer a free lunch. They are working on a marketing campaign. Posters will be going up around campus soon. Jennifer Tupper is helping to organize and can answer questions anyone might have.*
  - b. Lassen Fest: Will be held in the afternoon the Sunday before school starts. There will be a free lunch for everyone and the city pool has been reserved from 4:00-7:00pm. Karissa is looking for volunteers to help with the barbecue.*
  - c. Sweet Ride: The EOP&S golf cart will be decked out with a stereo and other decorations. During the first two days of school from 7:30am to 2:00pm, volunteers will drive around campus, interact with students and help them find or give them rides to their classes. If you’d like to volunteer, please contact Karissa*
  - d. More events are being planned for the first week of school. The key is to engage students and build relationships.*
  - e. In an effort to foster student success, in the future, the CG-1 College Success class may be mandatory for some groups (EOP&S). Karissa is looking in to OER so the cost is low. Kim commented that the class is costly for international students and would like to be a part of the*



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- planning process. Kory would like to see data tracking student success for a year or more—students that took the class vs. students that didn't.*
3. *Dave Clausen gave updates on campus maintenance projects.*
    - a. *The transformer was replaced. It is a much-needed upgrade to our electrical system. Dave commended the maintenance crew for all their hard work.*
    - b. *If you noticed the “fountain”--Well #1 is in the process of being brought online. It hasn't been used in several years. We're working toward supplying our own water. Right now, the city is charging us for water. Well #1 has sustainable, good, clean water that we won't be charged for.*
    - c. *The construction around the cafeteria is to fix the drainage (water damage is causing the floor in the cafeteria to heave) and to build a gathering area for students. It will include a natural gas fire pit. Make sure you say thanks to the maintenance crew for all the work they're doing around campus.*
    - d. *In the future, we'd like to see better utilization of the Quad. Improvements could possibly include better seating/tables and sail shades.*
  4. *Brian commended the IT department for keeping computers up and running during the recent planned power outage.*

## Requests for Future Agenda Items

*None*

Adjourn 12:15pm

## Future Meetings:

August 2, 2017 at 2pm in MS-121

## Future Agendas:

1. College marketing – conversation regarding needs, possible approaches, expected outcomes, potential costs, and more (Consultation) – Dr. Hall
2. Potential policies regarding camera and video use on campus.
3. Enrollment update and broad discussion about potential enrollment opportunities.