



# Consultation Council / Strategic Planning Committee 2017-2018

#### Administration:

Dr. Larry Buckley

Dave Clausen

Dr. Marlon Hall

Patrick Walton

Karissa Morehouse

#### Classified:

Jeff Lang

Carol Montgomery

Matt Montgomery

#### ASB:

Jacob Hibbits

#### Faculty:

Cheryl Aschenbach

Barbara Baston

Carie Camacho

Kory Konkol

Alison Somerville

Garrett Taylor

#### Management:

Terry Berles

Eric Imrie

Dave Corley (ITP)

Vickie Ramsey (HRMP)

Greg Collins (FMP)

Guest: Jose, Tatiana (students), Jennifer Tupper, Tara Bias minutes, Meggin Lewman, Dr. Taylor, Glen Yonan, Robert Schofield

Minutes for June 26, 2018

10:30 am in MS 121

Call to order

10:34 am

### Consultation Council

1. Approve Meeting Agenda for June 26, 2018 (Consultation) Karissa Morehouse  
*Approved by consensus*
2. Approve Meeting Minutes for May 15, 2018 and May 30, 2018 (Consultation) Karissa Morehouse  
*Dr. Hall has a question on item 7 from May 30, 2018 minutes. What does public and private boards mean? Answer: On BoardDocs you have the ability to make your documents public or private depending on the need of the constituent groups. While the groups are working on documents it can remain private and then once it is ready for public eyes it can go public.*  
*Approved both minutes by consensus*
3. Accept AP 4002 Textbooks and OER (Consultation) – Karissa for Cheryl Aschenbach  
*Cheryl mentioned that there are some changes from the state. Will OER eventually replace textbook? Some classes are better suited for OER than others. Currently, the grant that we have was to get a zero text book degree. We are in the process of creating that. It should be more defined and finalized in the next year or two. We need to get statistics converted to OER and some other classes. Faculty are trying to find quality material that can convert. Auto wanted to convert to OER but they found that they would need to write it because there is not anything out there yet. It has been a lot of work and we want to commend the instructors who have converted their curriculum to OER. They have put a lot of time and effort into the conversion process. Alison is working with the CSUs, UCs and other colleges to make sure we are in alignment with transfer degrees. We have 21 courses that have moved further along in the OER process. At least 10 courses are completely converted. Karissa will double check with Fran to make sure the curriculum revision forms are submitted as instructors choose to use OER for their courses.*  
*Approved by consensus*
4. Accept AP 4022 Credit Hours and Units (Consultation) – Karissa for Cheryl Aschenbach  
*Approved by consensus*
5. BoardDocs (Information) – Dr. Hall  
*The board is already using BoardDocs. We need to come into the 21<sup>st</sup> century and this will help us. This is in the best interest of our students and our district. There is a cost factor, the*

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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*President's office will cover the institution of that. There will be training. They are working on training starting in October. Julie is well versed in BoardDocs and will be helping with training. Will BoardDocs be used for all meetings? Yes, that is the goal is to have all groups using BoardDocs*

6. GEAR UP grant (information) – Karissa Morehouse

*Gear Up is a new grant that came up last Thursday. It is similar to a Trio Grant. It is a college access grant. GEAR UP starts in 6<sup>th</sup> and 7<sup>th</sup> grade of our local school who qualify. We could include Modoc as well. It will follow the students from 6<sup>th</sup> grade all way up through their first year of college. We have one of the lowest college attainment rate in California. This would help that. It benefits two-year and four-year colleges. It would be around a 3.3 million dollar grant. We work directly with the students, working with the school and doing professional development, the teachers will have new skills and new tools to help the students. Is there a sitting out time? No there is not a sitting out period. There is not a points system for already being part of GEAR UP. You have to reapply after 7 years. There is a match system. We cannot match with federal money. It is not your usual match system, you can use money that is already being used on the same vein. It is due July 13, 2018. Do we want to move forward on this? Do we give some of the money to our cohorts to hire employees for this? No, all of the employees come through us. They would be an employee of Lassen College but they would be mostly serving at the local schools. If your school qualifies, then all the students in those grades qualify. If we have schools who do not qualify, we have equity money that will allow those students to be served the same as the schools who qualify for the grant. Foster youth can be part of the grant. Charter can be part of the grant. Since it is a non-federal grant, could international students qualify? If the student goes to a school that qualifies then that student would be able to receive all the services. The whole point of this is to get students to go to college. Lassen county needs this desperately, so do our outlying counties. What is the biggest deterrent if a student goes to college? Your zip code! It depends on how close you live to a four year institution. Lassen Community College is one of the furthest in the state from a four year college. Chico State is our closest four year college because UNR is not calculated since it is out of state. Please report this information back to your constituent groups.*

*Approved to move forward with the grant*

## Strategic Planning

1. Approve CIMP with Matrix and forward it to the Board (Consultation) – Patrick Walton  
*Most current version is on the portal. It is a five year road map. Compilation of the 6 master plans. Might revamp the matrix down the road. This is a matrix to inform the constituent groups where we are at in the process of tasks and to be transparent. Color coding goes along with the Master Plan groups. Still minor changes to be made. When tasks are complete, do they move off? If it does not go into the next year, yes. Some will stay on until the entire task is complete. It will be presented to the Board.*

*Approved by consensus.*

2. Review Mission and Vision (Consultation) –Karissa Morehouse

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*As an institution, we need to work on this together. The values are the “how we do things” and the mission, vision and strategic goals are “what we do”. We would like to have a group of students look this over and see what they think when they see this. We might want to include this with our student voice input. A student in attendance at consultation council said when she read it, it made her feel important as a student. Maybe we can hand out our mission and vision and our catalog at bootcamp. This is our values and mission statement for our entire campus. It is for everyone as a group. When we give thumbs up to it, that means we are going to live by it as an individual, co-worker, student supporter. We need to be conscious about our college values. The one thing we do not have on here is accountability. It should be on here. Do we want to add “accountability” under Honesty/Integrity? It is under our vision. We came up with three things from our strategic plan that we want to focus on this year. “Student learning as the focal point of every experience”, “accountability”, and “Minimize barriers”. We feel as a group that under Honest/Integrity “accountability” should be added as a 6<sup>th</sup> bullet. It was also suggested that we should add in our Mission that we add “diverse” students. In accreditation, we are asked what type of students we serve. It is important to let them know we serve diverse students. As a group, it agree that “diverse” should be added to our Mission. Since we have a lack of people on campus due to it being summer, can we send out a campus wide email to let them know the suggested changes? This will increase transparency. Please report back to your constituent groups. We will get Board revisions in July. It was suggest to get the campus involved in coming up with a theme for this year. The plan was to have it worked on at the retreat, which will have all constituent groups in attendance. Cabinet will narrow it down more, get it to the community and then we will work on it together in August at the retreat.*

*Approved by consensus*

3. Strategic Planning Retreat August 2-3<sup>rd</sup> (Information)- Karissa Morehouse  
*An invitation will come out this week. Please hold these dates so you can join us.*

## Accreditation

### Other (Information Only – No Action)

- *Want to welcome our two ambassadors who are here.*
- *Fair week is July 18-22, 2018. Bridget sent out a sign-up sheet to have people volunteer.*
- *Accreditation, a time line and a PowerPoint will be coming out soon. We would like to have students part of an accreditation team.*
- *Our new Vice-President is Dr. Greg South he will be here July 2, 2018.*
- *We will hopefully name our new AJ instructor and our Director of Institutional Effectiveness by Friday, June 29, 2018.*
- *Janet Marinoni was hired as the new Academic Counselor serving in AEBG pending Board approval.*



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Requests for Future Agenda Items

Adjourn

At 11:43 pm

Future Meetings:

Tuesday, July 31 at 1:00 pm in Boardroom

Future Agendas:

1. Review Budget Prioritization with projected budget (Consultation) – Dave Clausen
2. Guided Pathway Structure – Karissa Morehouse