



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

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: Brenda Hoffman, Dr. John Taylor, KC Mesloh, Matt Levine

Minutes for January 22, 2015
3:00 pm in CD-119

Accreditation

1. Draft of March 15, 2015 Follow-up Report (Consultation) Sue Mouck
By consensus, Consultation Council approved to forward the final draft of the March 15, 2015 Follow-up Report to the Governing Board.

Consultation Council

1. Approval of Consultation Council minutes for December 18, 2014 (Consultation) – Cheryl Aschenbach
By consensus, Consultation Council approved the minutes for December 18, 2014.
2. Administrative Services Update
 - a. Budget
Dave explained that there is some discussion with ACBO (Association of Chief Business Officers) and CCCCCO about changing restoration. Various models of restoration funding are being discussed. He'll keep us posted on discussions and how it will affect us. We budgeted 1650 FTES for 2014-2015, and Dave is confident we will get to that. Additionally, he's optimistic that we may even get to 1700 or 1750 FTES by sliding summer FTES. Out of state tuition was budgeted at \$392,000 and we're at just over \$500,000. It's exciting to see that international soccer athletes are staying for spring semester. For the year, we're \$650,000 under budget (mostly in contracted services and supplies). The dorm has also maintained its number of residents and currently has 109 (3 beds shy of full). More coaches are supportive of having their students stay in the dorm. Dave reported that the fire department shut the kitchen down, so we'll have to spend some money to install a hood vent for safety. We are also going to start offering dinners 5-7pm M-Th in the cafeteria as a trial for about a month before determining if it will be a permanent change; we'll see how much student and staff participation we'll get. The biggest difficulty is covering the open hours with the staff

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we have.

b. Human Resources

HR has been working on advertising and trying to get qualified people for the nursing program. We do not have a CNA Director yet because no one has met qualifications. One applicant has been submitted for MQ review for the LVN Director position. ISS-I Adapted PE position has two applicants currently with a review date of January 27. Resource Development Coordinator position has interviewed and gone through background checks; we may be making an offer soon. Academic Counselor, Outreach Coordinator, ISS-Agriculture, Associate Dean of Institutional Effectiveness, VP of Academic Services, and Custodial Manager/Security positions are all expected to fly soon. Terry Bartley asked how long we would spend money advertising nursing program positions only to get little to no qualified response; it's tough because there is a student need and community support, but we just don't get enough qualified interest. At what point are we going to evaluate whether it's feasible to offer a nursing program? KC Mesloh asked whether we had explored sharing a nursing director with another college like was done with Butte previously for an RN bridge program. Dr. Hall responded that he had explored the possibility of partnering with Feather River, but the FRC president was against it because of the current personnel. Has Butte been considered?

3. Review Board Retreat agenda

<http://www.boarddocs.com/ca/lcca/Board.nsf/goto?open&id=9SXUMR7657C1>

Dr. Hall shared that items 1-11 were Board-selected topics put on the agenda at the request of the Board. Dr. Hall encouraged people to attend, especially math faculty to participate in the Board's discussion. Ross and Robert both commented that until students come to class daily, we cannot expect that student success in math will improve. Robert Schofield has taken steps to increase success by changing his attendance policy and working to make students more aware of how important attendance is for student success: 3 absences in a row without contact and they will be dropped. Patrick asked what else we can do to help students who do show up regularly succeed. Ross and Robert object to the statement in the Student Equity report that the math faculty will be retrained in order to increase student success in math; no other causes are being addressed. Dr. Taylor asked whether there is anything the Learning Center can do to help, and Ross explained how the faculty are pushing students to attend the math lab and that additional tutoring could be helpful.



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Additional questions were asked about items on the retreat agenda. In regards to the Library/Learning Center Update on the agenda, Greg Collins shared where we are with developing a budget and a timeline – input has been requested from local contractors. Ross asked whether by April we'll know if we'll have a library for fall, and Greg assured Ross that we would. Dave has asked about budget; we currently have about \$400,000 set aside for the project, but to this point there isn't a set budget or plan. It's being worked on. Jeff shared that to this point we're using our own staff and work study students to do some of the demolition and construction.

Strategic Planning

1. Discussion of Potential Campus Moves Relating to Returning PSTF programs back to Campus (Consultation) – Dr. Hall
Dr. Hall met with LHS Superintendent to reinforce that we would only accept a contract if it started July 1; Mr. McCabe (LHS Superintendent) thought the LHS Board would probably agree. The major focus of moves is on the Library/Learning Center right now, but once the contract is agreed to then we can put together a year long plan to incorporate all moves following the opening of the Library/Learning Center. Part of the discussion we haven't had yet is where Fire Science goes when it comes back; Dave said that discussion needs to wait until the Library is settled.

Other:

Terry Bartley gave an update on the Pittney-Bowes meter issue that was brought up in the fall. The Post Office can provide labels and postage, but it will double our postage rates because we'll move from commercial to retail prices for Priority Mail items. Last year we sent 2600 Priority items out, and most of the items were correspondence related. New rates take effect Monday. Ashley is talking to Forest Office Equipment to see if there are any other postage meters or software that can be used to meet the new Post Office requirements.

Adjourned at 4:14pm

Future Meetings:

Thursday, January 29, 2015
Thursday, February 5, 2015

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

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- 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