



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
Rose Stevenardi

Management:

Terry Bartley
Eric Imrie
Dave Corley (ITP)
Vickie Ramsey (HRMP)
Greg Collins (FMP)

Guests: Terry Bartley, Matt Montgomery

Minutes for September 7, 2016

3:00 pm in CD-119

Called to order at 3:05

Consultation Council

1. Accept minutes from August 24, 2016 meeting (Governance) – Cheryl Aschenbach
Approved by consensus
2. 2016-2017 LCC Budget (Information) – Dave Clausen
 - a. Reserve information
 - i. Cash fund balance as of August \$5,729,167, we should hear more by November after the audit
 - ii. Categorical carry over was approximately \$2,150,000
 - iii. Contingency Fund carried over \$1,700,000
 - iv. 1.8 million of unrestricted funds which is just shy of 2 months of operating expenses
 - b. Cost of Library Renovation
 - i. Library cost \$391,598.68
 1. \$75,000 out of scheduled maintenance in 2013-2014
 2. \$214,000 from scheduled maintenance in 2014-2015
 3. \$102,000 from scheduled maintenance 2015-2016
 4. no general funds were expended
 5. \$1.2 million was the projected cost if we contracted outside considering prevailing wage requirements
 6. Some future capacity was built into the project for things like cooling, data transmission, etc – infrastructure was built into the building as walls were opened up. This includes infrastructure for air conditioning, which can be installed in the future.
 - c. Cash fund balance
 - i. 5.7 million

Strategic Planning

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.



Consultation Council / Strategic Planning Committee 2016-2017

1. Budget Prioritization Criteria (Governance) – Cheryl Aschenbach
Working to submit the handbook, and the budget criteria are a piece of the handbook. There were no suggestions for revisions to the prioritization criteria. **Budget prioritization criteria were adopted by consensus.**
2. Planning Committee Schedules (Information)
Planning meetings will have an opportunity to meet at Convocation
Proposed schedule of meetings:
 - HR – 2nd Wed of the month at 3pm, Faculty Flex sub-committee at 4pm
 - Facilities- Thurs 29th at 2pm, will recommend 4th Thurs of every month
 - IT-3rd Friday at 11am
 - EMP- 3rd Monday of the month at 2:30
 - Institution Effectiveness- TBA
 - Student Services- TBA

Other (Information Only – No Action)

1. Board Agenda was emailed to everyone and a copy was provided at the meeting. No discussion.
2. No update on BP/AP 3715 Intellectual Property Rights yet. The documents were submitted to legal prior to August 24 Consultation Council meeting. Will be discussed at the Board meeting on 9/13 during closed session (as a negotiable item).
3. Convocation is on Tuesday, 9/13. Kathy Buckley is our guest speaker; her speech is open to the general public, 10-noon in the gym. It's titled *No Labels-No Limits*.
4. College Day is Sept 19th from 9-noon in the gym.

Requests for Future Agenda Items

Adjournment: 3:25pm

Future Meetings:

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:

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.



Consultation Council / Strategic Planning Committee 2016-2017

1. Adopt Shared Governance and Consultation Council Handbook (Governance) – Cheryl Aschenbach (September 21, 2016)
2. Accept Budget and Planning Process Handbook (Governance) – Cheryl Aschenbach (September 21, 2016)
3. Approve and forward BP 3715 Intellectual Property to the Board; approve AP 3715 Intellectual Property (Consultation) – Cheryl Aschenbach
4. Accreditation Midterm Report – Timeline (Accreditation Steering) – Sept 21, 2016
5. Presentation of 2014 Community Services NIPR (Information)
6. Presentation of 2014 Distance Education NIPR (Information)

Draft