



Consultation Council / Strategic Planning Committee 2016-2017

Administration:

Dr. Terri Armstrong
Dave Clausen
Dr. Marlon Hall
Brian Murphy
Patrick Walton
Karissa Morehouse

Classified:

Jeff Lang
Carol Montgomery
Kim Clain

ASB:

Jacob Urbina

Faculty:

Cheryl Aschenbach
Colleen Baker
Carie Camacho
Kory Konkol
Alissa Somerville
Ross Stevenson

Management:

Terry Bartley
Eric Imrie
Dave Corley (HRP)
Vickie Ramsey (HRMP)
Greg Collins (BMB)

Guests: Glen Yonan, Brenda Hoffman, Michell Williams, KC Mesloh for CSEA, Amy Langslet

Minutes for March 1, 2017
3:00 pm in CD-119

Call to order: 3:10pm

Consultation Council

1. Accept minutes from February 22, 2017 meeting (Governance)
Spelling corrections: Ember "Greenman," "Kenney" Poulsen
Minutes were accepted by consensus with spelling corrections. Dave Clausen abstained
2. College/Administrative Update (Information) – Dr. Hall
 - a. See Dr. Hall's update (attached)
 - b. Patrick will be hiring one interim manager as Director of Enrollment Services that will oversee Financial Aid and Admissions and Records (still split departments). This position will perform registrar duties, which have been completed by administrators or people being paid out of class pay to complete the tasks. This position is likely to be a 1-year contract, but potentially two-year. Hope to be approved at the March 14 board meeting. Patrick hopes to fill the position with Davis Murphy. He holds a Bachelor in Business Administration. Connie Barton will be training Davis on a contract basis. This is a budget neutral decision because the current position will be a cost savings from last person who held this position. The intention is still to hire an Outreach Coordinator as soon as possible. Retreat rights will need to be addressed in the contract. Davis will need to compete for full time permanent position when the full time permanent position is flown.
3. Discuss changing meeting schedule for March due to special event on 3/15: Consider 3/8, 3/22 (brief), and 3/29 in order to get budget prioritization finished.
The Committee is in favor of forgoing the meeting on March 15 for those who wish to attend the Hidden Figures movie and meet 3/8, 3/22 and 3/29.
Suggested all Master Planning Chairs and Consultation Council chairs meet early next week to make sure spreadsheets are ready and distributed to campus

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before the meeting on the eighth. Suggested meeting Tuesday at noon in the TECC? We will send out notification to all involved parties.

Strategic Planning

1. Accept draft Institutional Effectiveness Master Plan (Governance) – Brian Murphy
Accepted by consensus with no questions or comments
2. Budget Prioritization Process (Governance) – Alison Somerville
The spreadsheets need to be completed before we move forward. As a result, no action was taken today.

Other (Information Only – No Action)

FTE update: The goal is to get to 1600 but will still be \$800,000 down. We have late start classes and summer that will help. This year FTE is critical because it is establishing our new revenue base. Apportionment rate increase will help.

Requests for Future Agenda Items:

- a. *Campus security*
- b. *ID system- We have purchased a system but it just has not been implemented yet. Cameras were purchased to be installed in different departments on campus. This program will allow us to integrate pictures into Datatel.*
- c. *Per the Budget and Planning Handbook, the HR Master Plan is due in March. It was suggested that we move that plan up if we are looking at budgeting for staffing in March.*

Adjourn 3:34pm

Future Meetings:

TBD with Consultation Council Item #3

Future Agendas:

1. Potential policies regarding camera and video use on campus.
2. Enrollment update and broad discussion about potential enrollment opportunities.
3. Accept draft Facilities Master Plan (Governance) – Greg Collins
4. Accept draft Human Resource Master Plan (Governance) – Vickie Ramsey



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President's Report

Dr. Marlon Hall  Lassen Community College  Susanville

March 1, 2017

Updates

First of all, I would like to thank all of you. My wife's biopsy was negative, no cancer was discovered. Your prayers and words of encouragement were greatly appreciated.

In the area of reorganization, there will be no more additional deans at this point. But, a priority is a full-time athletic administrator. The District feels that this change will help strengthen the Athletic program academically as well as athletically. The Director of Athletic Operations will be reporting to the Vice-President of Academic Services. It is at the present time an interim position. After that term, the District will follow our normal hiring process.

The Executive Cabinet will continue to have these positions: Superintendent/President, Vice President of Academic Services, Associate Dean of Institutional Effectiveness and Research, Vice President of Administrative Services, Dean of Student Services, and the Associate Dean of Student Success and Equity.

As our strategic plan states: Lassen Community College is to be the cultural leader in the community. Following that lead, we seek to hold several cultural events on campus. Our concert last Friday during Black History Month was well attended. At this year's event, there were more students attending.

During the month of March, we will be celebrating Women's History Month. We will be sponsoring activities on campus following the theme: "Women in Labor and Business." The event will take place on March 8 with a brunch and in the evening in Middleton Hall, a special program will be held featuring Judge Michelle Verderosa as the keynote speaker and entertainment by Rebecca Beistline.

On March 15 at 3:30 p.m., there will be a special showing of Hidden Figures at the Sierra Theatre. This is a free event for the Lassen Community College students, faculty, staff, and the community.

We are actively recruiting a librarian to replace Dr. Taylor.

Our budget next year will be based on 1600 FTES. This will be a shortfall of approximately \$800,000. I am not looking at

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massive layoffs but we have to come up with a solution. The addition of the nursing program is helping our FTES. We all need to work together to find a solution that is the best for our students.

As part of our IEPI plan, a retreat will be conducted on March 30-31 with the Eaton Cummings Group with Kathleen Guy and Bill Craft. We are looking at venues to hold this off-campus retreat. More details will be available to you shortly.

Our Health Occupations programs in the area of Vocational Nursing, Phlebotomy, Medical Assisting, and Certified Nursing Assisting are bringing a lot of enthusiasm to the community and our local health care centers. From the Health Care Collaborative, there is a huge need for Home Health Care workers. Once these individuals complete the programs, jobs are available in our community. Also, one agency is seeking to enter into discussions with us about an LVN to RN bridge program.

Dean of Students, Patrick Walton, will give you an update on the reorganization in the Student Services office.