



# Consultation Council / Strategic Planning Committee 2017-2018

## Administration:

Dr. Larry Buckley  
Dave Clausen  
Dr. Marlon Hall

Patrick Walton  
Karissa Morehouse

## Classified:

Jeff Lang (Matt M.)  
Carol Montgomery  
Kim Clain

ASB:  
Jacob Hibbits

## Faculty:

Cheryl Aschenbach  
Barbara Boston  
Carie Gamache  
Kory Konkol  
Allison Somerville  
Garrett Taylor

## Management:

Terry Bartley  
Eric Imrie  
Dave Corley (FTF)  
Vickie Ramsey (HRMP)  
Greg Collins (TMC)

Guests: Brian Wolf, Carrie Nyman, Andy Rappley

Minutes for September 6, 2017  
3:00 pm in MS-121

## Call to order

*Meeting was called to order at 3:02PM.*

## Accept Agenda for September 6, 2017-

*Approved by Consensus*

## Consultation Council

1. Approve Previous Meeting Minutes for August 2, 2017  
*Approved by consensus.*  
*Changes are needed for July's minutes as there seemed to be approvals yet a quorum was not present.*
2. Review Board Agenda
  - a. *There was some concern with the amount individuals were being paid in relation to the hours worked regarding contract work for workshops. Karissa explained that rates are contingent upon education and may include meals or lodging and that at the next meeting she would provide some detailed information regarding pay rates.*
3. Proposed 2017-2018 Final Budget – Dave Clausen and Terry Bartley
  - a. *Dave Clausen reviewed the budget prioritization (dated 5/24/17). There was an increase to the Outreach Budget added. In regards to staffing, members briefly touched upon vacant positions, those that had been filled and also those currently being flown. 1760 FTES decreased to 1600 FTES this year.*
  - b. *Dave Clausen stated that the year would end in the high 1500's/low 1600's. He also mentions that once late start fire classes are added along with Summer and Fall semesters it should look stronger. There was an increase of 40 FTEs from last Summer/Fall semesters.*
  - c. *Although this is the adopted budget there will be changes made within the next month. Dave brought up the legal budget from last year as an example – stating the legal funds budgeted were \$75,000 but in reality over \$200,000 was spent. Later it was clarified that the budgeted amount includes money spent on legal for negotiations.*
  - d. *Terry explained that the revenue amounts listed are somewhat inflated as they include carryover from last year. Andy inquired as to what happens with that*

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 2017-2018

*money, if the carryover must be sent back. Terry explained that no, those funds are simply used first.*

4. Elect Consultation Council Chair(s) for 2017-2018 (Consultation)
  - a. *Patrick addressed the situation with electing a Council Chair. This has been tabled for the last few meetings and needs to be resolved soon.*
  - b. *Patrick asked if anyone would be willing to take the position of chair - no one volunteered to take the position.*
  - c. *Duties were touched on as well as reasons for a lack of interest in the position. Cheryl states that she and Sue have always held the position and believes someone else would benefit from the experience. She stated that sometimes it is a difficult position/time consuming and there are no incentives such as a stipend to interest individuals in the position.*
  - d. *Concern was expressed that Admin should not be serving as chair as it may produce a conflict of interest.*
  - e. *Dave suggested that a deadline be set for electing a chair – it cannot continue to be table indefinitely.*
  - f. *The lack of an accreditation chair was also touched on – suggested that they may be co-chair with the SPC chair. Cheryl states that the chair should be a voting member in her opinion. The chair has always been a voting member but if there is someone who has interest and could be a good addition, then maybe they could look into making that an option.*
  - g. *Matter is tabled for the next meeting. Administration will talk to Dr. Hall regarding a possible deadline.*
5. Academic Services Update and President's Report – Dr. Buckley
  - a. *No questions regarding accreditation.*
  - b. *Dr. Buckley addresses Academic Services and the issues that have arisen since Brian's position is now vacant. It was agreed that Brian was overtaxed – growth of face to face incarcerated students has increased 100% which increased Brian's workload.*
  - c. *Dr. Buckley states that the position needs to be broken into two separate positions – Associate Dean or Dean and Researcher/Analyst.*
  - d. *A candidate has been interviewed from Fresno who Dr. Hall would like to appoint as Dean. They would like someone to start in the next month or so.*
  - e. *The new position Researcher/Analyst will hopefully be a permanent position by January*
  - f. *There are currently State Reports due – Dr. Buckley states that individual projects may be dolled out on a contract basis.*
  - g. *The Dean would be an interim position on likely a two year interim position.*
  - h. *Cheryl expressed concern with the adding of new positions. She agreed that Brian was struggling with the workload, however, she wonders what the effect would be on the General Fund. Even though the positions are likely needed process still needs to be followed when going about creating and filling them. She questioned why is*



# Consultation Council / Strategic Planning Committee 2017-2018

would be a 2yr interim. Dr. Buckley will talk to Dr. Hall – concerns will be addressed at the next meeting.

6. Convocation Update – Patrick Walton and Karissa Morehouse
  - a. *The theme will be Student Success and Retention. About half of LCC students leave after their first year. Want to work on understanding why and how to raise retention rates.*
  - b. *Staff ID's may be done during lunch – still up in the air.*
  - c. *Patrick explains that this year convocation will be a working meeting – a speaker will not be brought in but rather they will incorporate things such as a student panel. Students will share stories of success and failures they have experienced on campus. They want to stress the importance of student voice in student success. It will hopefully be a good reminder of what students face on a daily basis and how that affects them academically. Carrie was happy to hear that convocation will be work relatable and a “hands on” workshop.*
7. Guided Pathways Award Program – Karissa Morehouse
  - a. *The Chancellor has allocated \$140 million to community college Guided pathways Programs. Karissa stresses that we should pursue funding as this is the direction the Chancellor is taking. In order to receive funding a team must be created and sent to a meeting in Rancho Cordova in November. Karissa also spoke about the integrated SSSP, Equity and Basic Skills plan being developed on campus. She that that the plan must have five (5) main goals for the college and the plan should show how to achieve those goals. Karissa said they plan to roll out a draft of the plan at convocation. Working on student retention will be one of the goals. She asked for feedback on potential goals and what we would like to accomplish by 2019.*
8. Future Meetings:
  - a. *1<sup>st</sup> and 3<sup>rd</sup> Wednesday at 3:00 pm in CD 119 building*
  - b. *Additional Wednesdays as needed*

#### Other (Information Only – No Action)

- a. *Alison Sommerville mentioned college day is next Wednesday, September 13, 2017. A good opportunity for students to talk to 4yr Universities.*
- b. *Patrick Walton- Kudos to KC Mesloh and everyone else involved.*

#### Requests for Future Agenda Items

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.

*Meeting Adjourned at 3:53 pm*