



# Consultation Council / Strategic Planning Committee 2017-2018

## Administration:

Dr. Larry Buckley  
Dave Clausen  
Dr. Marlon Hall  
Patrick Walton  
Karissa Marchessault

## Classified:

Jeff Lang  
Carol Montgomery  
Matt Montgomery

## ASB:

Jacob Hibbits

## Faculty:

Cheryl Aschenbach  
Barbara Baston  
Carie Camacho  
Kory Koukol  
Allison Somerville  
Garrett Taylor

## Management:

Terry Bartley  
Eric Innie  
Dave Corley (FTP)  
Vickie Ramsey (HRMP)  
Greg Collins (RMP)

Guest: Andy Rupley, Melissa Hill (for Vickie Ramsey), KC Mesloh (for Jeff Lang or Carol Montgomery), Amy Langslet, Davis Murphy, Tara Bias (minutes), Dr. Taylor, Glen Yonan,

Minutes for December 20, 2017  
3:00 pm in CD-119

Call to order

Meeting called to order at 3:05

## Consultation Council

1. Approve Previous Meeting Minutes for December 6, 2017 (Consultation)  
*Need to add that KC Mesloh was here for Jeff Lang or Carol Montgomery*  
**Approved by consensus**
2. 2019-2020 Academic Calendar (Information) – Cheryl Aschenbach  
*Dr. Hall had a question about a holiday being Good Friday. It was asked if our calendar is sent to the high school. Yes, it is shared with them but we have our calendar out before the high school and it is up to them if they are going to align with ours.*
3. DRAFT BP/AP Security Cameras (Consultation) – Corley/Clausen  
*Security Camera BP/AP drafts were pulled. Once cabinet looks at them they will send them back to us. Cabinet will meet January 2, 2018. Please read it, encourage others to read and share thoughts with David.*
4. Budget and Planning Process Handbook (Information) – Cheryl Aschenbach  
*Is there a plan to have the organizational structures redone? Yes this will be done. Cheryl will send out the current file to everyone. An older file was sent out accidentally. Page 6 (page twelve on some files) needs to be updated, integrated planning structure page. Master plan needs to be added. Cheryl will see how to work it in and get back to Patrick.*
5. Chapter 5 BPs and APs (Consultation) – Patrick Walton  
*There are still four 5011, 5012 have been embedded. 5140 is still out. The other ones should all have been sent to them to read for at least three weeks. We pushed it to this meeting to give a little more time to look over and read. The word complainant is misspelled throughout the document. Anything that is a BP action, it is a recommendation that is sent to the board. AP's are for us to take action on. There was a question about our incarcerated students getting 15 transferable units to get their ED Plan. They get their ED Plan right away even before they reach their 15 transferrable units. A question was asked about*

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*5520-definition of long-term suspension and expulsion. They seem to be the same, what is the difference? An expulsion is usually longer than a long-term suspension. Dr. Hall makes the final decision on long-term suspension. The board makes the final decision on expulsion.*

**Approved by consensus**

6. Shared Governance Handbook – Committee Charge Review (Information) – Cheryl Aschenbach  
*Share the charges with their committees and bring them back in January. There was a concern about the charges not being correct. Cheryl asked to get information and concerns to her. Cheryl reminded the group that committees need to be meeting at least once a month. They need to be regularly scheduled and in the calendar.*
7. Prioritization Spreadsheet Quarterly Update (Information) – Dave Clausen  
*Things that are in green are approved and moving forward. GFI came in over budget. It was originally projected to be \$75,000 and it came in at \$156,000. Single mode fiber came in under budget at \$20,000 vs \$75,000. Our wells are moving forward, they were brushed and videoed. They are strong and the psi is strong after the brushing. There are four testing sights in a few of our buildings, this is so an outside company can come test and we can easily do our tests that are required every four weeks. We are going to be testing the wells, even though it is not required. It is the quickest way to know about an issue. It will be a year before we get our permit in hand. In January we will get our permission to switch. It was projected to run us \$150,000 a year at one point if we did not use our own wells. Working on out of state/non-resident fees. Shasta is about \$22 lower so Dave is looking into it to see if we could keep ours lower also to be competitive. Did we stick to priority list? For the most part we did, except for staffing because they were brought up later but needed quickly, like nursing assistant. Where are we sitting right now with FDS. Dave said we need to wait for numbers, we are down a little on numbers right now from looking at the fall enrollments. How many senior citizens did we lose since we took out the scholarship? It seems to have not really effected our numbers. It will really be contingent on the BOG. The BOG is not changing, only its name is changing this summer 2018. We are waiting to see what the CCCCCG is going to be. Our enrollments might go up better with dual enrollments with the high school and our incarcerated students. Student debt is harder to collect this year. Our work-study numbers are down also. Payment plans are not working out as well as we were hoping. If they need a payment plan, they need to qualify for work-study. We will have Nina at orientation to directly talk to EOPS students about work-study jobs and their benefits. Also, have Nina talk to Dave Clausen about work-study jobs that are available. We had a clean audit except for one issue. Very good job and thank you from David Clausen.*



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8. Recruitment Handbook (Information) – Michell Williams/Melissa Hill
9. BP/AP 3430 Prohibition of Discrimination or Harassment (Consultation) – Michell Williams/Melissa Hill  
*Laura is our consultant from AALRR (our law firm) and she has been working with Vickie to get us Title 9 compliant.*  
**Approved by consensus**
10. BP/AP 3540 Sexual and Other Assaults on Campus (Consultation) – Michell Williams/Melissa Hill  
**Approved by consensus**
11. Guided Pathways Update (Information) – Karissa Morehouse  
*Edoptics will be here January 11 for a flex training. They want to talk about communication and communication barriers. Communication/lack of was at the top of the list of all the constituent groups. Thank you to everyone who could come to the Dec. 6 meeting. Everyone is invited to the meeting January 11, 2018. Follow up after the meetings will be sent out. They will also be meeting with the board that same day. The assessment tool (survey) will be sent to the chancellor's office tomorrow. Karissa would love to see athletics department participate with guided pathways.*

## Strategic Planning

1. Child Development Center NIPR (Information) – Patrick Walton  
*Laura Greer came in to her position in October 2017 and she created an efficient NIPR.*

## Accreditation

Accreditation Update (Information) – Cheryl Aschenbach  
*We are less than two years out from submitting our self-evaluation. We ask that everyone on campus serve on a team. We usually put teams together in the spring and write in the fall. Cheryl will get back to us with a timeline.*

## Other (Information Only – No Action)

*OER mini-grant: there is an application and resource guide on the back table. Faculty can get one grant per class. If you have two instructors teaching the same class, can they each submit a grant? The answer is yes. The text will need to be the same but your implementation in your classroom will be different so you can each qualify for mini-grants. Dr. Taylor, Shar, Karissa, and Cheryl are great resources for OER. The applications are due the First Friday of the first week of school. If you have a lab or math class there is an extra \$500 for the implementation.*

## Requests for Future Agenda Items

## Adjourn

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Agreement to adjourn 4:06

## Future Meetings:

January 17, 2017

January 31, 2018 Participatory Governance Training

## Future Agendas:

1. Consultation Council Overview & Orientation – 1/17/18
2. College marketing – conversation regarding needs, possible approaches, expected outcomes, potential costs, and more (Consultation) – Dr. Hall
3. Enrollment update and broad discussion about potential enrollment opportunities.