

NIPR - Athletics

First Program Review 2021

LASSEN COMMUNITY COLLEGE

Athletics NIPR

Glen Yonan, Director of Athletic Operations

Brady Reed, Interim VP of Student Services

Davis Murphy, Interim Associate Dean of Student Services

Brenda Hoffman, Administrative Assistant

Frank Avilla, Adjunct Faculty/Head Baseball Coach

Will Freedman, Adjunct Faculty/Head Men's Basketball

Coach Derrick Jackson, Adjunct Faculty/Head Women's

Basketball Coach Dan Williams, Adjunct Faculty/Head

Men's Rodeo Coach Suzanne Williams, Adjunct Faculty/

Head Women's Rodeo Coach Manuel Montero, Adjunct

Faculty/Head Women's Soccer Coach Alex Machin,

Adjunct Faculty/Head Men's Soccer Coach

Julia Erickson, Adjunct Faculty/Head Volleyball Coach

Lance Brown, Adjunct Faculty/Head Wrestling Coach

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CONTENTS

SECTION 1: INSTITUTIONAL EFFECTIVENESS PLANNING	1
I. PROGRAM OVERVIEW AND OBJECTIVES	1
DESCRIPTION/EVALUATION:	2
PLANNING AGENDA:.....	4
II ADMINISTRATIVE UNIT AND/OR STUDENT LEARNING OUTCOMES ASSESSMENT	4
STUDENT LEARNING OUTCOME ASSESSMENT	4
DESCRIPTION/EVALUATION:	4
PLANNING AGENDA:.....	5
III. EQUIPMENT	6
DESCRIPTION/EVALUATION:	6
PLANNING AGENDA:.....	6
IV. OUTSIDE COMPLIANCE ISSUES (IF APPROPRIATE FOR PROGRAM)	8
DESCRIPTION:	8
EVALUATION:.....	9
PLANNING AGENDA:.....	9
VI. PRIORITIZED RECOMMENDATIONS	9
A. PRIORITIZED RECOMMENDATIONS FOR IMPLEMENTATION BY PROGRAM STAFF.....	9
B. PRIORITIZED RECOMMENDATIONS FOR INCLUSION IN THE PLANNING PROCESS.....	9
PRIORITIZED RECOMMENDATIONS FOR INCLUSION IN INSTITUTIONAL EFFECTIVENESS MASTER PLAN ...	9
PRIORITIZED RECOMMENDATION FOR INCLUSION IN STUDENT SERVICES MASTER PLAN.....	10
PRIORITIZED RECOMMENDATIONS FOR INCLUSION IN EDUCATIONAL MASTER PLAN	15
SECTION TWO: HUMAN RESOURCE PLANNING	16
I. PROGRAM STAFFING	16
DESCRIPTION/EVALUATION:	16
PLANNING AGENDA:.....	17
II. PROFESSIONAL DEVELOPMENT	18
DESCRIPTION/EVALUATION:	18
PLANNING AGENDA:.....	19
III. ADMINISTRATIVE UNIT AND/OR STUDENT LEARNING OUTCOME ASSESSMENTS	19
DESCRIPTION/EVALUATION:	19
PLANNING AGENDA:.....	19
IV. PRIORITIZED RECOMMENDATION	20
PRIORITIZED RECOMMENDATIONS FOR IMPLEMENTATION BY PROGRAM STAFF	20
PRIORITIZED RECOMMENDATIONS FOR INCLUSION IN THE PLANNING PROCESS	20
PRIORITIZED RECOMMENDATIONS FOR INCLUSION IN HUMAN RECOURSE MASTER PLAN	20
SECTION THREE: FACILITIES PLANNING	22
I. FACILITIES	22
DESCRIPTION/EVALUATION:	22
PLANNING AGENDA:.....	24
II. PRIORITIZED RECOMMENDATIONS	24
PRIORITIZED RECOMMENDATIONS FOR IMPLEMENTATION BY PROGRAM STAFF	24

PRIORITIZED RECOMMENDATIONS FOR INCLUSION IN THE PLANNING PROCESS	24
PRIORITIZED RECOMMENDATIONS FOR INCLUSION IN THE FACILITIES MASTER PLAN	24
SECTION FOUR: TECHNOLOGY PLANNING	27
I. INSTITUTIONAL TECHNOLOGY	27
DESCRIPTION/EVALUATION:	27
PLANNING AGENDA:.....	27
II. PRIORITIZED RECOMMENDATIONS	29
PRIORITIZED RECOMMENDATIONS FOR IMPLEMENTATION BY PROGRAM STAFF	29
PRIORITIZED RECOMMENDATION FOR INCLUSION IN THE PLANNING PROCESS	29
PRIORITIZED RECOMMENDATIONS INCLUSION IN INSTITUTIONAL TECHNOLOGY MASTER PLAN	29
APPENDIX A:	30
APPENDIX B:	31
APPENDIX C:	32
APPENDIX D:	33
APPENDIX E:	34
ATTACHMENT C	35
LASSEN COMMUNITY COLLEGE MASTER PLAN OVERVIEW	35

NIPR - Athletics

SECTION 1: INSTITUTIONAL EFFECTIVENESS PLANNING

I. Program Overview and Objectives

The Athletic Department consists of 10 sports which include: men and women soccer, basketball, and rodeo. The other men's sports are baseball and wrestling. The other women's sports are volleyball and softball. We have 5 part time head coaches on staff currently and are searching to hire 5 more part time head coaches in volleyball, softball, both soccer's and wrestling. All coaches have an office and storage area. We no longer have any full-time coaches on staff.

The head coaches at Lassen College are governed by the California Community College Athletic Association (CCCAA). We are a part of the Golden Valley Conference for all sports except for, the Big 8 Conference for wrestling. The rodeo teams are governed by the National Intercollegiate Rodeo Association (NIRA). All coaches also must attend a mandatory department seminar/in-service where they are instructed on the CCCAA constitution and then are required to pass a compliance exam on the constitution. All coaches are also required to pass an in-house test which further covers CCCAA compliance as well as on the LCC Athletic Coaches Handbook.

We have 9 sports that now play on campus. We have recently moved soccer back on campus, although the field is good for conference play, it is not of legal dimensions to host post season games. This leaves baseball as the only sport using an off-campus venue. They use Memorial Ballpark, which the college is under contractual obligations to be able to use and maintain.

The Lassen Community College athletics also have strong academic requirement. Not only are our efforts intended to increase student enrollment goals, but our student athletes are the leaders on campus in units attempted, units completed, GPA, graduation rate as well as transfer rate. We also have a 100% Ed Plan completion. Our student-athletes are required to do mandatory study hall hours and abide by a zero-tolerance policy for missing class for anything other than school related events.

College Vision #1: Be the Academic Leader by ensuring quality and student success.

College Vision #5: Be the cultural leader in the community.

College Vision #6: Be the civic and social leader in the community.

Strategic Goal #4 Student Success: Provide a college environment that reaches-out-to and supports students, minimizes barriers, and increases opportunity and success through access and retention to enable student attainment of educational goals including completion of degrees and certificates, transfer, job placement and advancement, improvement of basic skills, and self-development through lifelong learning.

Our student-athletes, as members of LCC Athletic Department are comprised of a truly diverse group. We come from many different parts of the world, from many different economic situations, as well as different ethnicity. Yet we all come together and invest deeply into the local community. All athletes work at various community service efforts including the LCC

Athletic Department events of Back the Badge, which honors all law enforcement personnel of Lassen County, such as our Veterans Day Breakfast, where we buy, cook and serve breakfast to all veterans and their families. We also have many other events that connect us with the local youth sport groups in town.

Description/Evaluation:

- a. Describe and evaluate the program objectives against the LCC strategic plan, specifically the mission statement and strategic goals [available online or in the current catalog].
 - b. Evaluate any changes in the program since last review. Include summary of Annual Updates completed since last review.
- All head coaches and volunteer coaches are required to show a professional level of leadership toward their teams and student-athletes. All head coaches use all resources they can find to enhance the learning process. Books, handouts, videos, as well as drill work are all used to teach their sports. As stated earlier, students in our department are truly diverse. This includes local students as well. Head Coaches work hard to have total inclusion and participation within their base to make sure student equity and learning remain the highest of priorities.
 - Head Coaches require their students to meet with a counselor a minimum of twice a year and each instructor twice a semester. They also require mandatory study hall hours. They monitor very closely that their students are adhering to their educational plans, making graduation an easier process. Head Coaches work relentlessly on placing them in a 4-year institution with some type of financial assistance upon completion of their eligibility and degree. Our coaches are also encouraged to prepare their students for not only further education and sport, but to prepare them for life after sports. Future life skills, including employment after graduation, are also points of emphasis in the training offered. Not allowing barriers, to block student needs is an important stage in accomplishing educational goals that are set for each student.
 - Although there is a fine line between what is best for the team and best for the student, what is best for the student should ultimately line up with what is best for the team as well. Learning is of the utmost importance in athletics especially because their learning will have a direct impact on other team members. How you teach it, takes a back seat to making sure it is learned.
 - a) A review of the last NIPR shows many different levels of completion, ranging from completed to partially complete to no change.

In our last report, we cited our main initiative as “being able to realistically compete for a GVC, Big 8, and NIRA championships every year. The department wants to have the ability to recruit quality student-athletes, to place them at 4-year institutions with some type of financial assistance.” While some sports have been better at it than others, we have fallen way short of the initiative. Some sports compete for championships from time to time. But not at consistent enough level to live up to the

initiative. What athletes we do recruit are of quality, but we lack the resources and the proper personnel to expand our recruiting base. We requested in the past to increase our poorly funded recruiting budgets, as well as asking for paid assistant coaches. Neither of those two things has been upgraded and both would significantly enhance the number of quality athletes that we bring in. Some teams have a higher level of success in placing their athletes to 4-year institutions. Some have had no improvements in this area. In all of the area stated in the earlier initiative, we have fallen short.

b. Regarding the goals sighted in the last review, not many were met:

- 1) We did move soccer to our campus facility, but the facility is sub-standard, and we are still not allowed to host playoff games on it.
- 2) None of the sports that we wanted to add were added.
- 3) Budgets were marginally increased. More is still needed.
- 4) We did not purchase a bus for travel, but we are renting one.
- 5) Our budgets are insufficient, but most meet CCCAA requirements.
- 6) No assistant coaches were hired.
- 7) A new wrestling match was purchased for competition.
- 8) We did hire a full-time Director of Athletic Operations.
- 9) We do not have a part time SID.
- 10) Athletics had to purchase their own website (fundraised money and some district funds) to achieve the proper upgrades that were needed.
- 11) No academic advisor was hired.
- 12) The study hall program has been made more rigorous.
- 13) The progress reports have been replaced by a less effective Early Alert system.
- 14) Indoor arena for rodeo was not modernized.

Other Upgrades:

Gym:

Championship Banners hung for all sports.
Both baseline walls padded.
New net standards for volleyball.
New competition wrestling mats.
New score table.
New speakers.
New scoreboard.

Softball Field:

New backstop.
New dugouts.
Grass on field with sprinkler system.
Sprinkler system to provide moisture to infield dirt.
New benches.
Protective benches in front of both dugouts.
Upgrade on storage shed.

Memorial Field:

New scoreboard.
New outfield fence.

New protective pads.
Two new storage units.
Outfield mower.

Soccer field:

Some work done to level playing surface.
New team benches.
New bleachers.

Rodeo grounds:

New truck.
New trailer.

Planning Agenda:

List recommendations and necessary actions necessitated by the above evaluation. Complete Institutional Effectiveness Planning, Student Services Planning, and/or Academic Planning tables at the end of the section for any recommendations requiring institutional action.

Click here to enter text. Ask yourself, “What are we going to change?” Go into detail here and provide a snap shot of the items in the table(s) below.

- More upgrades are needed to improve the athletic facilities and to elevate the program to level that attracts prospective athletes.

II Administrative Unit and/or Student Learning Outcomes Assessment

Student Learning Outcome Assessment

AUO and SLO assessment is important to maintain and improve institutional effectiveness and provide an effective learning experience for LCC students. Departments are expected to measure AUO and/or SLO annually; these records are maintained in WEAVE and are available for review at any time.

Description/Evaluation:

1. Identify and evaluate Administrative Unit and/or Student Learning Outcomes including the relationship to strategic goals for AUOs and institutional student learning outcomes for SLOs utilizing information from WEAVE.
2. Attach an AUO and/or SLO assessment summary as provided by Office of Institutional Effectiveness.
3. Provide an analysis of findings of the assessment results may be leveraged to support equipment, facility, staffing, or other budget and planning need and include the justification in your analysis.

See below for the athletic AUO's revised this year:

ISLO	Strat Goal	AUO	ASSESSMENT MEASURE /TARGET
2,3,4	3,4	<ul style="list-style-type: none"> Ensure that game statistics are reported accurately to each sports statistics collection agency and on the Lassen Community College Athletics webpage in accordance with the CCCAA deadlines. 	<p>Measure: Compliance Reporting that assesses the accuracy of statistics for each sport.</p> <p>Target: 100% of all game statistics are reported on time and weekly website updates are maintained.</p>
3,4	1,2,3	<ul style="list-style-type: none"> Ensure that student athletes will be safe and have the ability to compete in conference play on campus, as well as ensure that the college has the ability to attract prospective athletes. 	<p>Measure: Conduct an annual evaluation of athletic facilities as well as an evaluation of gear, uniforms and overall inventory.</p> <p>Target: Ensure that all (100%) damaged facilities and outdated or faulty equipment are replaced and/or repaired before use, and ensure that uniforms and facilities are replaced or upgraded on a rotating basis.</p>
1,2,3,4	1,2,3,4	<ul style="list-style-type: none"> Increase graduation and transfer rates of student athletes. 	<p>Measure: Evaluate each Student-Athletes' academic progress at year-end to better determine needs for increasing Graduation and Transfer rates.</p> <p>Target: Increase graduation and transfer rates of student athletes by 5% each year.</p>

Planning Agenda:

List recommendations and actions by the above evaluation of AUO and/or SLO results. Complete Institutional Effectiveness Planning, Student Services Planning and/or Academic Planning tables at the end of the section for any recommendations requiring institutional action. For any items needing Human Resources Planning, Institutional Technology Planning, or Facilities Planning action, please make sure to include the information within the appropriate section and table later in the program review document.

III. Equipment

Description/Evaluation:

1. List capital outlay equipment, age of equipment and replacement schedule.
 2. Identify any existing equipment maintenance/service agreements.
 3. Evaluate the condition of capital outlay equipment in light of the replacement schedule and available funds.
 4. Evaluate the effectiveness of and need for additional maintenance /service agreements.
 5. Justify any proposed modification or additions to equipment available for students and/or faculty/instructional assistants within the program.
- The athletic department has several pieces of equipment. The fitness center has approximately 24 pieces of equipment. Most are in decent shape, aside from being outdated. The gymnasium and the fitness center have stereo systems. All the maintenance/service agreements have expired. There is no replacement schedule in place or available funds.
 - The athletic department also has a washer and dryer. There is approximately a year left on the service agreement. These are meant for home use and no longer can do the amount of laundry now required to be done.
 - Each individual sport has some equipment that needs to be noted. Baseball and softball each have pitching machines. Basketball has a shooting machine. Volleyball has a serving machine. Wrestling has two mats. The one for competition is fine. The practice one needs to be replaced. Service agreements have expired, and all are still functioning well enough until replacing becomes possible.

Planning Agenda:

List recommendations and necessary actions necessitated by the above evaluation. Complete Institutional Effectiveness Planning, Student Services Planning, and/or Academic Planning table at the end of the section for any recommendations requiring institutional action.

- Purchase of industrial washer and dryer (1) \$18,799.00+ labor
Expected outcome: With the new need of having to wash all gear worn by athletes, this will create a safer and healthier environment.
- Purchase Fencing (softball) fence slats (soccer) (2) \$8056.00
Expected outcome: Create a more attractive venue to support our students.
- Purchase of floor covering and roll rack for gym floor (3) \$8864.00

Expected outcome: Provide protection for gym floor from the traffic created by the many events that take place on it.

- HUDL Camera (4) \$3000.00

Expected outcome: Needed technology for stats, recruiting and the placement of our student-athletes to 4-year institutions.

- Purchase Shoot –Around Machine Quote: (5) \$6000.00

Expected outcome: Make our practice times more efficient by eliminating having to chase balls down. More time spent actually practicing.

- Purchase Baseball Uniforms (6) \$6400.00

Expected outcome: Make our programs look more attractive by replacing old worn-out uniforms.

- Uniforms/ M Basketball (7) \$2800.00

Expected outcome: Make our programs look more attractive by replacing old worn-out uniforms.

- Uniforms/W Basketball (8) \$2800.00

Expected outcome: Make our programs look more attractive by replacing old worn-out uniforms.

- Purchase Baseball Jackets (9) \$3200.00

Expected outcome: Provide uniformed jackets to stay warm for our outdoor sports. As well as create more interest from future recruits by creating more updated attire.

- Warm ups M Basketball (10) \$900.00

Expected outcome: Provide the proper pregame warmup gear as well as make our program look more attractive to future recruits.

- Purchase Warm up W Basketball (11) \$1100.00

Expected outcome: Provide the proper pregame warmup gear as well as make our program look more attractive to future recruits.

- Purchase Softball uniforms (12) \$3200.00

Expected outcome: Make our programs look more attractive by replacing old worn-out uniforms.

- Purchase Softball Jacket (13) \$1500.00

Expected outcome: Provide uniformed jackets to stay warm for our outdoor sports, as well as create more interest from future recruits and updated attire.

- Purchase Rapsodo Pitching Learning Tool

Expected outcome: Needed technology for stats, recruiting and the placement of our student-athletes to 4-year institutions as well as a learning tool.

- Purchase M Soccer Uniforms (14) \$4000.00
Expected outcome: Make our programs look more attractive by replacing old worn-out uniforms.
- Purchase W Soccer Uniforms (15) \$4000.00
Expected outcome: Make our programs look more attractive by replacing old worn-out uniforms.
- Purchase Volleyball Uniform (16) \$3600.00
Expected outcome: Make our programs look more attractive by replacing old worn-out uniforms.
- Two pieces of fitness equipment (17) \$8100.00
Expected outcome: Improve training capabilities as well as better maximize out limited fitness center space.
- Purchase Wrestling/Hoodie-Polo (18) \$2200.00
Expected outcome: Provide the proper pregame warmup gear as well as make our program look more attractive to future recruits.
- Purchase Wrestling Headgear (19) \$910.00
Expected outcome: Provide set of practice head gear for student protection.
- Purchase Wrestling Headgear (20) \$1197.00
Expected outcome: Provide set of completion head gear for student protection.
- Purchase of personalized chairs/rack (21) \$5300.00
- Replace Whirlpool (22) \$5000.00*
- Replace the track surface (23) \$300,000.00*
- Replace wrestling practice mats (24) Unknown*

IV. Outside Compliance Issues (if appropriate for program)

Description:

If appropriate, describe the role of outside compliance issues on the program.

- The Golden Valley Conference-Constitution and Bylaws.
- The Big 8 Conference-Constitution and Bylaws.
- National Interscholastic Rodeo Association- Constitution and Bylaws.
- California Community College Athletic Association-Constitution and Bylaws.

- Title IX.
- We have several reports and documents due to each one of these entities all throughout the year. The one that ties into Title 9 is The Equity in Athletics Disclosure Act which is due November 1 every year.

Evaluation:

Assess changes in compliance or identification of compliance-related needs and the impact on the program.

None at this time.

Planning Agenda:

List recommendations and necessary actions necessitated by the above evaluation. Complete Institutional Effectiveness Planning, Facilities Planning, Technology Planning and Human Resource Planning Forms as appropriate for any recommendations requiring institutional action.

- Some changes need to be made, with or without COVID. Most if not all of the equipment used is outdated. We stay with it because in the past we had no other options. We have since found funding for equipment needed as well. The purchases and upgrades are needed in order to be able to recruit more effectively as well as being able to create equity with in the Golden Valley Conference and the CCCAA.

VI. Prioritized Recommendations

A. Prioritized Recommendations for Implementation by Program Staff

List all recommendations made in Section One that do not require institutional action (i.e. curriculum development) in order of program priority.

B. Prioritized Recommendations for Inclusion in the Planning Process

List all recommendations made in Section One that should be included in Lassen College's planning and budgeting process, specifically in the Educational Master Plan, Student Services Master Plan, or Institutional Effectiveness Master Plan. Separate recommendations into the appropriate plan(s). Items to be included in the Human Resource Master Plan, Institutional Technology Master Plan, or Facilities Master Plan should be addressed in Sections Two, Three or Four in lieu of or in addition to inclusion in the Academic Master Plan. See Attachment C for Master Plan Overview to determine where recommendations are best placed.

Prioritized Recommendations for Inclusion in Institutional Effectiveness Master Plan

Athletics 2020-2021

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome
	none			

Prioritized Recommendation for Inclusion in Student Services Master Plan

Athletics 2020-21

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome
1, 2, 4	Purchase of industrial washer and dryer	20-21	\$18,799.00+ labor	With the new need of having to wash all gear worn by athletes, this will create a safer and healthier environment.
1, 4	Purchase Fencing (softball) fence slats (soccer)	20-21	\$8056.00	Expected outcome: Create a more attractive venue to support our students.
1, 2, 4	Purchase of floor covering and roll rack for gym floor	20-21	\$8864.00	Provide protection for gym floor from the traffic created by the many events that take place on it.
3, 4	HUDL Camera	20-21	\$3000.00	Needed technology for stats, recruiting and the placement of our student-athletes to 4-year institutions.
3, 4	Purchase Shoot –Around	20-21	\$6000.00	Make our practice times more efficient by eliminating having to

				chase balls down. More time spent actually practicing.
1, 4	Purchase Baseball Uniforms	20-21	\$6400.00	Make our programs look more attractive by replacing old worn-out uniforms.
4	Uniforms/ M Basketball	20-21	\$2800.00	Make our programs look more attractive by replacing old worn-out uniforms.
4	Uniforms/W Basketball	20-21	\$2800.00	Make our programs look more attractive by replacing old worn-out uniforms.
4	Purchase Baseball Jackets	20-21	\$3200.00	Provide uniformed jackets to stay warm for our outdoor sports, as well as create more interest from future recruits with more updated attire.
4	Warmups M Basketball	20-21	\$900.00	Provide the proper pregame warmup gear as well as make our program look more attractive to future recruits.
4	Purchase Warm up W Basketball	20-21	\$1100.00	Provide the proper pregame warmup gear as well as make our program look more

				attractive to future recruits.
4	Purchase Softball uniforms	20-21	\$3200.00	Make our programs look more attractive by replacing old worn-out uniforms.
4	Purchase Softball Jacket	20-21	\$1500.00	Provide uniformed jackets to stay warm for our outdoor sports. As well as create more interest from future recruits by creating more updated attire.
4	Purchase M Soccer Uniforms	20-21	\$4000.00	Make our programs look more attractive by replacing old worn-out uniforms.
4	Purchase W Soccer Uniforms	20-21	\$4000.00	Make our programs look more attractive by replacing old worn-out uniforms.
4	Purchase Volleyball Uniform	20-21	\$3600.00	Make our programs look more attractive by replacing old worn-out uniforms.
2	Two pieces of fitness equipment	20-21	\$8100.00	Improve training capabilities as well as better maximize out limited fitness center space.
4	Purchase Wrestling/Hoodie-Polo	20-21	\$2200.00	Provide the proper pregame warmup gear as well as make our

				program look more attractive to future recruits.
1, 4	Purchase Wrestling Headgear	20-21	\$1197.00	Provide set of competition head gear for student protection.
4	Purchase of personalized chairs/rack	20-21	\$5300.00	Provide more professional furniture for home events.
3, 4	Purchase Rapsodo Pitching Learning Tool	20-21		Needed technology for stats, recruiting and the placement of our student-athletes to 4-year institutions as well as a learning tool.
1, 4	Replace Whirlpool	21-22	\$5000.00*	Reduce muscle recovery time.
1, 4	Replace the track surface	21-22	\$300,000.00	Replace/repair track surface in preparation of bringing track back.
4	Replace wrestling practice mats	20-21	Unknown*	Provide germ free surface.
1, 2, 4	Full-time Head Coaches	20-21	\$65,000	Provide stability in our programs.
1, 2, 4	Paid Assistant Coaches	20-21	\$10,000 each	Provide stability in our programs.
4	Sports Information Director	20-21	\$35,000	Keep the department in CCCAA compliance and provide up to date statistics and an up to date website.
1, 4	Equipment Manager/Facility Coordinator	21-22	\$50,000	Ensure events are run smoothly and facility and equipment are taken care of.

4	Purchase Fencing (Softball) fence slats (Soccer).	2020-21	\$8056.00	Create a more attractive venue to support our students.
1	Replace the Gymnasium Floor.	21-22	\$300,000	Provide better/safer floor for six of our sports.
4	Paint the gymnasium walls.	20-21	\$5,000	Create better looking venue for our athletes/prospective athletes as well as general students and community.
1	Replace the tile floor in the foyer.	21-22	\$10,000	Modernize the interior and improve health and safety for students.
1	Update the locker room and showers	21-22	\$200,000	Turn communal shower situation into private/safer shower room.
1	Additional storage.	20-21	\$5,000	Eliminate overcrowded existing storage area while reducing risk of injury.
1	Addition of men and women's team rooms.	22-23	\$300,000	Provide private room for our teams and opposing schools while visiting.
4	Improved ventilation.	22-23	\$150,000	Provide fresher air and eliminate foul odors without opening doors.
4	A better indoor hitting facility for baseball and softball.	21-22	\$150,000	Decrease hectic demand on current facilities by providing additional space.
4	Soccer facility needs to be redone.	22-23	\$60,000	Create better looking venue for our athletes/prospective athletes as well as general students and community.
1, 4	Flooring in all the offices needs to be redone.	22-23	\$15,000	Modernize offices to a professional level.
4	Addition of stalls for the rodeo grounds.	21-22	\$40,000	Increase housing capabilities to be able to attract more rodeo participants.
1, 3, 4	Laptops/iPads	20-21	\$2500.00 per set	Improvement of teaching and learning through improved technology.

1, 3, 4	iPads	20-21	\$3000.00 per	Safer and more efficient way to record games and retract stats from.
1, 3, 4	Shooting Machines	20-21	\$8000.00	Maximize practice time for improved performance and knowledge.
1, 3, 4	Table top scoreboards	20-21	\$1000.00	Allow the hosting of bigger wrestling tourneys and create community interest.
1, 3, 4	Website	21-22	Free/\$3300 yearly	Reach more recruits
1, 3, 4	Rapsodo	20-21	\$2000.00	Improve performance through technology
1, 3, 4	Pitching machines	21-22	\$6000.00	Maximize practice time and increase performance through technology

Prioritized Recommendations for Inclusion in Educational Master Plan

Athletics 2020-2021

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome
	N/A			

Section Two: Human Resource Planning

I. Program Staffing

Description/Evaluation:

1. List the current staffing for the program include: managers, faculty positions, and classified staff.

Glen Yonan, Director of Athletic Operations

Brenda Hoffman, Administrative Assistant

Frank Avilla, Adjunct Faculty/Head Baseball Coach

Will Freedman, Adjunct Faculty/Head Men's Basketball Coach

Derrick Jackson, Adjunct Faculty/Head Women's Basketball Coach

Dan Williams, Adjunct Faculty/Head Men's Rodeo Coach

Suzanne Williams, Adjunct Faculty/Head Women's Rodeo Coach

Manuel Montero, Adjunct Faculty/Head Women's Soccer Coach

Alex Machin, Adjunct Faculty/Head Men's Soccer Coach

Julia Erickson, Adjunct Faculty/Head Volleyball Coach

Lance Brown, Adjunct Faculty/Head Wrestling Coach

2. This section provides an opportunity for analysis and justification of projected staffing needs to support the program. Work-study student needs may be included.
- There is an overwhelming need to make all Head Coaches into full-time positions in some type of capacity. This will provide stability in our programs, increase our student numbers, and if you look throughout the state and in the Golden Valley Conference, improve the success of our programs.
 - There is a need for an equipment manager/facility coordinator. We have many events that go on throughout the year. These consist of competition, other school events as well as recreation leagues that the community participates in.
 - With the requirements that the CCCAA has implemented with statistical reporting is demanding, and these demands come with sanctions, there is now a need for a Sports Information Director to handle all state required reporting as well as to media outlets in towns where our student-athletes come from.

Planning Agenda:

List recommendations and necessary actions necessitated by the above evaluation. Complete Institutional Effectiveness Planning and Human Resources Planning Forms as appropriate for any recommendations requiring institutional action.

With the hiring of the above mentioned positions, we would see improvements as follows:

- Up until the fairly recent past, all Head Coaching positions were full time. With full time positions, comes an increase in the amount of student-athletes. Full time Head Coaches have more time to recruit because their salary eliminates the need for other employment. With full time positions comes stability in our programs and eliminates the need to rebuild programs every time a part time head coach finds better employment. When this happens, most of the existing student-athletes leave with him as well as anyone that have been recruited to come in the next year. Compound that with the hardships we have had trying to replace positions, and that will create low enrolled teams, possible team closures or poor performing teams.
- Another problem with part time head coaches is that with each job turnover, there is extensive loss of gear and equipment. We do currently have an inventory procedure, but it is often negated by a sudden departure of a coach. This costs the District additional expenditures, just to re-stock all that is needed for the new coach to start his new team.
- The overall recommendations for full time Head Coaches are outlined below in the table. The decision on which positions to recommend for full time was based on the size of the team as well as the feasibility of having one faculty member be the Head Coach of two teams while also teaching in a respective discipline. Those positions are as follows; Full-time Head Coach (Baseball), Full-time Head Coach (Men's & Women's Rodeo), Full-time Head Coach (Men's & Women's Track and Cross-Country) and Full-time (Men's & Women's Wrestling).
- In order to also meet the needs of the district in regards to recruiting, two management positions were also created. The first position is Soccer Operations Manager & College-wide Student Recruiter and the second position is Basketball Operations Manager & College-wide Student Recruiter. Both of these positions were designed to address a growing need to recruit for the district as a whole. These positions would assist in the recruitment of all students. These positions would also oversee the day-to-day operations of each respective sport while also assisting with the overall operations of the athletic program.
- There is also an issue with set up, field prep and building prep for all home events. Currently, we have no say on when maintenance does or does not take care of our outdoor facilities. We also cannot control when custodial can help prep the indoor venues and help with set up. This is also an issue for the many non-athletic events in our area.
- The hiring of an Equipment Manager/Facility Coordinator would go a long way to solving all of the problems discussed above. This job could do a better job of tracking the equipment from each sport. This can be done on a monthly. A definite improvement over the yearly process we do now. The increased frequency of the inventory checks will help

retain more of the existing equipment when jobs turnover. This position will also better communicate with all departments to insure a timely and professional preparation of all venues for all athletic and non-athletic events in our department.

- With the rise of social media, a Sports Information Director (SID) is becoming a necessary position in athletic departments. Proper statistical reporting has come under increased demand as well as scrutiny. There are now sanctions handed down for improper or late reporting of statistics. Head coaches struggle to find the time to do it properly. Proper statistics are important for the student-athletes for post-season awards as well placement into 4-year institutions. It is also become popular to “live stream” games. At Lassen, this is a necessity. With our students coming from mostly great distances, the parents can’t always make the long trip down to watch in person. Parents, friends as well as prospects all benefit from this outlet. But with this comes an increase in game day personnel. Work study can help with this at home games, but not road games. The SID would help coordinate this effort, possibly just finding out if the schools we are visiting will be “live streaming” and then sending out that information. Or, the SID will actually travel and handle the production himself. The SID could also write feature articles for our website and then send those stories to the hometown media of these student-athletes, increasing the interest in Lassen College in those towns. This position would also be responsible for all media guides, schedule posters, updating the athletic website, working closely with local radio and selling ads for all publications and broadcasts.

II. Professional Development

Description/Evaluation:

1. Describe the professional development and professional activities of the program staff relevant to program improvements that has occurred during the period under review. (workshops, conferences, staff development, work experiences, etc.)
- Every sport that participates at Lassen College has a conference and regional and state meetings that the Head Coaches as well as any volunteer coaches could benefit from. Some are mandatory and some are not. Either way, there is currently no line item in our budgets, or “fat” in existing budgets that can cover any of the travel. If a short enough trip, the LCC does provide a car for travel as well as the gas. But reimbursement for hotel and food has been non-existent.
 - Every sport that participates at LCC also has National Conventions that they can attend. These conventions have informational speakers for 3-4 days. The latest learning techniques, newest equipment, drills, motivational speakers and even information on how to communicate better with student-athletes as well as recruiting prospects are covered.
 - As stated above, there is no funding in the existing budget to cover individual travel. These conventions are designed to improve programs. The LCC Athletic Department, our student-athletes, and in return Lassen Community College would all benefit by enhancing our budgets to allow attendance at these types of events.

Planning Agenda:

List recommendations and necessary actions necessitated by the above evaluation. Complete Institutional Effectiveness Planning and Human Resources Planning Forms as appropriate for any recommendations requiring institutional action.

- We would like to establish a line item within our athletic department that would allow travel to all of the above mentioned type of events. The conference, regional and state meetings are all necessary to attend. At these meetings, conference and state wide awards are given out. Coaches have an opportunity to speak about their award worthy players. Schedules and policy are discussed at these meeting. Not attending puts our programs and student-athletes at a disadvantage. Currently they have to use their own money to this. Finances for meetings like this should fall on to the district.
- All of our sports also have nation conventions that they should attend. At these conventions, you have national recognized speakers. The topics range from proper technique, to motivation, to facility care. They not only allow for professional growth but can inspire. A by-product of these meetings is that our coaches can meet 4-year coaches to help facilitate placement of our student-athletes. They can also make new connections with high school and travel ball coaches, increasing the networking of new students. Private money for these events is the only funds available. This again is an expense that the District should be providing.
- The creation of such a line item could also help supplement the travel costs for recruiting. Our student-athletes, staff and the District as a whole would benefit from such an adjustment to our budget.

III. Administrative Unit and/or Student Learning Outcome Assessments

Description/Evaluation:

1. Describe any results from assessment of administrative units and/or student learning outcomes that affect human resource planning

To be assessed...

Planning Agenda:

List recommendations and necessary actions necessitated by the above evaluation. Complete Institutional Effectiveness Planning and Human Resources Planning Forms as appropriate for any recommendations requiring institutional action.

N/A

IV. Prioritized Recommendation

Prioritized Recommendations for Implementation by Program Staff

List all recommendations made in Section Two that do not require institutional action (i.e. curriculum development) in order of program priority.

NA

Prioritized Recommendations for Inclusion in the Planning Process

List all recommendations made in Section Two that should be included in Lassen College's planning and budgeting process. See Attachment C for Master Plan Overview to determine where recommendations are best placed.

Prioritized Recommendations for Inclusion in Human Recourse Master Plan

Athletics 2020-21

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome
1, 2, 4	Full-time Head Coach <i>Baseball</i>	21-22	\$107,000	Provide stability in our programs, and retention of student athletes.
1, 2, 4	Full-time Head Coach <i>Men's & Women's Rodeo</i>	22-23	\$107,000	Provide stability in our programs, and retention of student athletes.
1, 2, 4	Full-time Head Coach <i>Men's & Women's Track and Cross-County</i>	22-23	\$107,000	Provide stability in our programs, and retention of student athletes.
1, 2, 4	Full-time Head Coach <i>Men's & Women's Wrestling</i>	22-23	\$107,000	Provide stability in our programs, and retention of student athletes.
1, 2, 4	Paid Assistant Coaches <i>(Up to 6 assistant coaches for high enrolled sports, i.e. baseball, basketball, rodeo, track, etc.)</i>	21-22	\$60,000 ((\$10,000 stipend for each coach)	Provide support and sustainability in athletics and increase retention rates.
1, 2, 4	Soccer Operations Manager & College-wide Student Recruiter <i>(10-month position)</i>	21-22	\$60,000 (includes salary & benefits)	Provide support and sustainability in athletics and increase college FTES.
1, 2, 4	Basketball Operations Manager & College-wide Student Recruiter <i>(10-month position)</i>	21-22	\$60,000 (includes salary & benefits)	Provide support and sustainability in athletics and increase college FTES.
4	Sports Information Director <i>(part-time)</i>	21-22	\$35,000	Keep the department in CCCAA compliance and

				provide up-to-date statistics and an up-to-date website.
1, 4	Equipment & Facility Coordinator <i>(10-month position)</i>	21-22	\$50,000 (includes salary and benefits)	Ensure events are run smoothly and facility and equipment are taken care of.

Section Three: Facilities Planning

I. Facilities

Description/Evaluation:

1. Describe and evaluate the Lassen Community College facilities available to the program.

Within the Athletic Department there are many needs that need to be addressed:

- 1) Gymnasium floor needs to be replaced. The gym is also in dire need of paint.
 - 2) The tile flooring in the foyer and hallway needs to be replaced.
 - 3) New equipment is needed in the fitness center as well as paint.
 - 4) There is a need for updated locker room and showers.
 - 5) Additional storage areas are badly needed.
 - 6) One team room for men and one for women are needed.
 - 7) The whole building is in need of better ventilation.
 - 8) A better indoor hitting facility for baseball/softball is needed.
 - 9) The track needs to be completely redone.
 - 10) Our soccer facility needs to be completely redone
 - 11) Flooring in all office spaces need to be redone.
 - 12) The softball field is in need of new fencing.
 - 13) The addition of stalls for the rodeo grounds
2. Describe and evaluate additional facilities utilized off-campus by the program (attach any relevant rental agreements)

The baseball team at Lassen College is the only sport that uses an off-campus facility. LCC is under contract with The City of Susanville to run and maintain Memorial Ballpark. There is a fee owed to the city annually and in return LCC get first priority on use. The facility is also shared with Lassen High School, American Legion Baseball, various adult leagues as well as some non-baseball related events.
 3. Describe any facilities needs identified by assessments of administrative unit and/or student learning outcomes.

Our second AUO "Ensure that student athletes will be safe and have the ability to compete in conference play on campus, as well as ensure that the college has the ability to attract prospective athletes.", assesses the upgrades in our facilities. The facility

changes listed will drastically increase our facilities for all 10 of our current sports as well as improve the pool of recruits attracted by state-of-the-art facilities. It also takes care of the problem of not being able to host post-season games at our soccer facility.

4. Justify any proposed modifications or additions to existing facilities that would better serve the program planned for the next five years.
 - The gym floor is very old and does affect the level of play. I had the opportunity to talk to a floor company during an annual service of the floor and the suggestion was to find funding for a new floor. As stated earlier, the floor surface is treated once a year, but the painting of the room is probably 20 years old.
 - The building is old and the tiles in the foyer and hallways are cracking. Not only is this visually bad but it could become unsafe.
 - The equipment in the fitness center is old and not particularly geared for athletics. The new equipment will improve performance of our athletes as well as help prevent injury.
 - Our locker room for both the men and women are outdated and need a remodel. Most student-athletes no longer feel comfortable showering in a communal type of facility. The showers need to be remodeled to include private shower capabilities as well as updated lockers.
 - Most colleges that we visit have a team room for both for both their men and women sports teams. On game day, one of those rooms becomes the visiting team locker room. The addition of these type of rooms will enhance recruiting, provide our athletes with the type of facilities that are provided at other schools, as well as providing our visiting teams with a proper facility to change in and have pregame meetings in. Right now, they share rooms when playing at Lassen with anybody who walks in the unsecured room we are currently providing.
 - The lack of storage for our department is becoming a huge problem. I have requested to purchase a Conex box with fundraised money and was denied. All of our storage areas are overflowing and for some reason, facilities have taken some of our area as well. It is not only an unsafe situation, having to move everything all the time to get what you need out is taking its toll on the equipment.
 - The entire building, especially in today's climate, needs improved ventilation. The only time air circulates is if doors are left open. Then bugs become a problem.
 - With the constant demand on all our facilities, when baseball and softball have to move inside, the strain of lack of equal room time becomes almost undoable. Some teams have to practice at hours that are not designed for efficient practice. Not only that, but then the student-athletes class schedule starts conflicting. The purchase of an enclosed outdoor facility would help improve the strain on a facility that is outdated, rundown and over used.
 - The track needs to be completely redone. Our teams use it for outdoor training and the community uses it as well. It is our hope to bring track back. But that would be impossible without a new track. We believe that an active track coach and program could bring in an additional 35 to 40 students. Obviously, that would help our campus as a whole in many ways.
 - The soccer field and facility needs to be completely redone. The field has many low spots making the field terribly unlevelled. The dimensions are too small, and we are not allowed to host post-season games on it. The irrigation needs to be fixed. And soon there will be a rule requiring all CCC soccer fields to have scoreboards.

- The carpets in the offices that have them now are worn to the point where cleaning doesn't help any longer. Those need to be replaced and the offices that don't have them need to have carpets installed.
- The two sideline fences on the softball field are over 30 years old and are worn out from use and damaged by constant wind. We tried to cover it up with wind screen. But the wind continued to rip the windscreen from the fence. New fence with pre-inserted inserts will make the field look nice, play better and help in the recruiting process.

Planning Agenda:

List recommendations and necessary actions necessitated by the above evaluation. Complete Institutional Effectiveness, Facilities Planning, and Technology Planning Forms as appropriate for any recommendations requiring institutional action.

Most of the items listed above are high ticket items. And there is low confidence of purchasing most at this point. But of the ones that are within reach, the priorities are:

- Fencing for softball field
- Equipment for fitness center
- Storage
- Additional stall-rodeo grounds
- Flooring in all office spaces

This report has previously provided recommendations and justifications for the items listed. It should also be noted that none of the recommendations of a new soccer facility, cinderblock dugouts, or the gym renovation were resolved.

II. Prioritized Recommendations

Prioritized Recommendations for Implementation by Program Staff

List all recommendations made in Section Three that do not require institutional action (i.e. curriculum development) in order of program priority.

NA

Prioritized Recommendations for Inclusion in the Planning Process

List all recommendations made in Section Three that should be included in Lassen College's planning and budgeting process. See Attachment C for Master Plan Overview to determine where recommendations are best placed.

Prioritized Recommendations for Inclusion in the Facilities Master Plan

Athletics 20-21

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome
4	Purchase Fencing (Softball) fence slats (Soccer).	2020-21	\$8056.00	Create a more attractive venue to support our students.

4	Replace Whirlpool.	2020-21	\$5000.00	Reduce muscle recovery time.
1, 4	Replace the track surface.	2020-21	\$300,000	Replace/repair track surface in preparation of bringing track back.
1	Replace the Gymnasium Floor	21-22	\$300,000	Provide better/safer floor for six of our sports.
4	Paint the gymnasium walls.	20-21	\$5,000	Create better looking venue for our athletes/prospective athletes as well as general students and community.
1	Replace the tile floor in the foyer.	21-22	\$10,000	Modernize the interior and improve health and safety for students.
1	Update the locker room and showers	21-22	\$200,000	Turn communal shower situation into private/safer shower room.
1	Additional storage.	20-21	\$5,000	Eliminate overcrowded existing storage area while reducing risk of injury.
1	Addition of men and women's team rooms.	22-23	\$300,000	Provide private room for our teams and opposing schools while visiting.
4	Improved ventilation.	22-23	\$150,000	Provide fresher air and eliminate foul odors without opening doors.
4	A better indoor hitting facility for baseball and softball.	21-22	\$150,000	Decrease hectic demand on current facilities by providing additional space.
4	Soccer facility needs to be redone.	22-23	\$60,000	Create better looking venue for our athletes/prospective athletes as well as general students and Community.
1, 4	Flooring in all the offices needs to be redone.	22-23	\$15,000	Modernize offices to a professional level.

4	Addition of stalls for the rodeo grounds.	21-22	\$40,000	Increase housing capabilities to be able to attract more rodeo participants

Section Four: Technology Planning

I. Institutional Technology

Description/Evaluation:

1. Describe and evaluate technology and technology support provided for instruction and instructional support.

- The athletic department is in need of a complete technology face lift. Most coaches have not been issued laptops or iPads. There is also technology that each sport team can use to better instruct their student-athletes.
- All sport teams can various types of recording devices. There are computerized pitching machines and computerized hitting programs, computerized shooting machines. Table top scoreboards for wrestling. iPods can be used by our outdoor sports.
- We are also currently paying for our website from mostly fundraising monies. It is our belief that the LCC IT Department should provide this, or the district could provide us the funding for a proper athletic website. At the current time, lacking these items is not allowing us to maximize our teaching potential.

2. Describe any technology and technology support needs identified by assessment of administrative unit and/or student learning outcomes.

- Ensure that game statistics are reported accurately to each sports statistics collection agency and on the Lassen Community College Athletics webpage in accordance with the CCCAA deadlines.
- Provide our athletic teams with the gear and equipment necessary to compete for a Golden Valley Conference championship, while ensuring a budget line item is set to replace uniforms on a rotating basis.
- Provide all of our athletic teams with updated facilities to compete in conference play as well as post-season and make the facility an attractive venue for recruiting purposes.
- Provide additional staffing to assist the Head Coaches in securing graduation and university placement rates.

All of the above AOU's cover the needs provided above.

Planning Agenda:

List recommendations and necessary actions necessitated by the above evaluation. Complete Institutional Effectiveness Planning, Facilities Planning, Technology Planning and Human Resource Planning Forms as appropriate for any recommendations requiring institutional action.

With the purchasing of the above mentioned technology, we would see improvements as follows:

- The laptops and iPads are needed by all sport teams. They will provide various services that will benefit the program as well as each individual student. It can record individual drills to better breakdown proper mechanics. It can record games and practices for further learning while assisting the coaching staff in monitoring both games and practices. They can provide viewing options on different outlets for parents, friends, fans and recruiters to view the games from home when they can't attend. They can also assist in the recording and reporting of statistics to abide by CCCAA mandates.
- For baseball and softball, Rapsodo, breaks down pitching mechanics when considering counting optimal ball rotation, ball movement and proper movement on breaking ball and change ups. Those two sports can also use a computerized device call Blast Motion. This device measures launch angle, ball exit speed off the bat and contact power. There are also computerized pitching machines that automatically drop balls into the machine and deliver whatever type pitch you pre-program it to pitch.
- The shooting devices can be set up in basketball practice to not only improve shooting techniques, but also keep track of the percentage of made baskets. It also distributes the ball to the athlete in different locations on the court.
- The table top scoreboards will allow the wrestling team to provide a better venue to be able to host bigger tournaments in. This will help reduce travel costs while also creating community support and interest.
- Because it is a better viewing angle to record athletic events from an elevated position, investing in an iPod device would help all of our sports. Baseball and basketball have an elevated area, but to use it they have to be in with the spectators. Softball, soccer and rodeo could really benefit from it as well as the others that have to be in with the spectators. We currently have no way of elevating cameras. In the past we have used a lift, but that is not the safest idea. The iPod comes with an iPad that is connected to an extension stand that can get 40 feet in the air. The person running the device controls the camera from the ground because the camera controls are mounted to the extension three feet off the ground.
- We currently are spending fundraising dollars to provide a current athletic website. The website, now more than ever, is important to the recruiting process. One that is outdated or not kept current is very detrimental to the athletic program and for our institution. We purchased originally because our IT Department did not have the capabilities to design the type that we wanted. It was suggested that we buy one. It is our hope that either the IT Department now has those capabilities or that district can fund it since the entire campus benefits from more students.

II. Prioritized Recommendations

Prioritized Recommendations for Implementation by Program Staff

List all recommendations made in Section Four that do not require institutional action (i.e. curriculum development) in order of program priority.

Training to use any new equipment or technology purchased.

Prioritized Recommendation for Inclusion in the Planning Process

List all recommendations made in Section Four that should be included in Lassen Community College’s planning and budgeting process. See Attachment C for Master Plan Overview to determine where recommendations are best placed.

Prioritized Recommendations Inclusion in Institutional Technology Master Plan

Athletics 2020-21

Strategic Goal	Planning Agenda Item	Implementation Time Frame	Estimated Cost (implementation & ongoing)	Expected Outcome
1, 3, 4	Laptops/iPads	20-21	\$2500.00 per set	Improvement of teaching and learning through improved technology.
1, 3, 4	iPads	20-21	\$3000.00 per	Safer and more efficient way to record games and retract stats from.
1, 3, 4	Shooting Machines	20-21	\$8000.00	Maximize practice time for improved performance and knowledge.
1, 3, 4	Table top scoreboards	20-21	\$1000.00	Allow the hosting of bigger wrestling tourneys and create community interest.
1, 3, 4	Website	21-22	Free/\$3300 yearly	Reach more recruits
1, 3, 4	Rapsodo	20-21	\$2000.00	Improve performance through technology
1, 3, 4	Pitching machines	21-22	\$6000.00	Maximize practice time and increase performance through technology

Appendix A:

(insert information as needed)

Appendix B:

(insert information as needed)

Appendix C:

(insert information as needed)

Appendix D:

(insert information as needed)

Appendix E:

(insert information as needed)

Lassen Community College Master Plan Overview

Six master plans comprise the Comprehensive Institutional Master Plan. Recommendations from program reviews will be input into the selected master plans as determined by faculty in the prioritized recommendation spreadsheets. To better understand which master plan might be most appropriate for each program recommendation, a summary/objective of each plan is included below. More information can be found in the Shared Governance and Consultation Council Handbook and the Comprehensive Institutional Master Plan.

Institutional Effectiveness Master Plan (IEMP): the IEMP addresses college needs not addressed in other plans. These needs include research, governance, outcome assessment, and administrative operations.

Educational Master Plan (EMP): The EMP addresses the instructional planning needs of the college.

Student Services Master Plan (SSMP): The SSMP highlights the services needed to maximize the student experience through a variety of key student support services.

Institutional Technology Master Plan (ITMP): The ITMP addresses the technology needs of the campus.

Facilities Master Plan (FMP): The FMP addresses the physical infrastructure, facility, and maintenance needs of the campus.

Human Resources Master Plan (HRMP): The HRMP identifies and manages the administrative functions of recruitment, selection, evaluation, and professional development needs of the College to ensure a fully-staffed and highly functioning team of employees.