President’s Council

Meeting notice: Wednesday, December 11, at 9:00 a.m.
Location: Activity Center Conference Room

Attendees:
Lori Stinson, Interim Provost and Vice President for Academic Affairs lstinson@lcsc.edu
Janis VanHook, President’s Management Assistant jvanhook@lcsc.edu
Mary Flores, Dean for Academic Programs mflores@lcsc.edu
Rob Lohrmeyer, Dean for Professional-Technical Programs rlohrmey@lcsc.edu
Chet Herbst, Vice President for Finance and Administration cgherbst@lcsc.edu
Andrew Hanson, Vice President for Student Affairs ahanson@lcsc.edu
Allen Schmoock, Chief Technology Officer atschmoock@lcsc.edu
Howard, Erdman, Director of Institutional Planning, Research & Assessment hrerdman@lcsc.edu
Greg Meyer, Director of College Communications gameyer@lcsc.edu
Ed Miller, Faculty Senate Chair edmiller@lcsc.edu
Dawn Byers for Traci Birdsell, Professional Staff Organization Chair tbirdsel@lcsc.edu
Theresa Chrisman, Classified Staff Organization Chair tichrisman@lcsc.edu

Guest: Dawn Byers, Title IX Coordinator

1. Updates
   a. Campus projects – Chet Herbst
      The SCG roof replacement has begun and will be completed within 60 days with minimal disruption expected; Silverthorne project is moving along and the new design includes ADA access to the stage and green rooms – construction begins spring 2014; replacement of the elevators in Spalding Hall and the Administration Building will soon be out to bid; campus energy audit will begin soon and will review HVAC, heating, electrical in all campus buildings; sidewalk removal replacement underway – staining and sealing of the replaced areas has yet to occur, fire sprinkler leak in SUB repaired.

   b. Title IX – Dawn Byers
      Dawn is the Title IX Coordinator. She has completed an 8 week online course to prepare for this role. She and other campus officials attended a 2-day investigator’s training. Dawn and Vikki Swift have visited all academic divisions and most campus units to review the Title IX policies and assist faculty and staff to complete the required training module which is housed in Blackboard. If there is a unit or an individual who has not been introduced to the training, let Dawn or Vikki know. The President has directed that all campus faculty & staff will complete the training by December 31, 2013. This includes alumni and the Foundation. The spring semester activities will focus on students. The intensive training will occur every few years with annual updates; all new faculty/ staff will take training and this will be monitored by HR. Dawn distributed cards/ calendars with contact information – being distributed to everyone on campus to serve as a quick reference guide.
c. State Board of Education meeting (Dec 18-19) – Lori Stinson, Chet Herbst, Andy Hanson
The Wednesday work session will focus on the SBOE/OSBE strategic plan; Issues expected on the board agenda include SHIP (growing support to eliminate requirement that student-procured plans must be “substantially equivalent” to those offered by institutions. Meeting of BAHR/IRSA planned to re-address the issue), policy updates related to new programs, course fees and internal auditors, program prioritization (concern re faculty/staff moral by Board, DFM’s focus on rigor and fidelity to the principles of Dickinson; stress need for CEC in parallel with prioritization), Alcohol/Drug safety policy; Audit & Compliance officers regarding reporting, and financial statements/ratios.

d. Ellucian – Lori Stinson and Andy Hanson
Last week we hosted a visit for a team of 3 individuals from Ellucian (Colleague). It was a good visit—thanks to Allen for coordinating and involving so many staff. Administration received a brief overview of findings on day 2; a formal written report will be forthcoming in the next couple of weeks and an on campus meeting will occur in late January 2014. Findings from the visit: many features were discovered or explained to our staff which can maximize functionality—we’re using about 40% of the program’s capabilities. Allen clarifies the Colleague is a huge program and it would be inefficient and ineffective to imagine using all of its features—still, there’s room for growth in how we use the product we’ve purchased. Particular areas of focus included use of the communications capabilities within Colleague, a sense that we don’t trust the data in Colleague and therefore maintain ancillary databases, and a high reliance on paper processes. The January 2014 meeting will further clarify options either in products or training to enhance our use of the system.

e. LC Valley Loggers (football) – Lori Stinson, Chet Herbst, Andy Hanson
College Communications distributed a press release clarifying that the LC Valley Loggers (College) football team is not affiliated with Lewis-Clark State College or Walla Walla Community College. Andy will attend a team organizational meeting on Thursday evening to represent the college. Chet clarified there may be risk issues associated with the team using LC facilities. We’re also worried about misleading students who may misunderstand and believe we have a college football program. More forthcoming.

f. Thank you to all who helped with a successful Winter Revels – good attendance and participation.

2. Strategic Plan
a. Recap of Goals #1–3 – Chet Herbst
Chet reviewed goals 1-3 of the strategic plan as a reminder of our earlier President’s Council discussions.

b. Goal #4 – Chet Herbst
Chet review goal 4 related to facilities and advancement. Slides available upon request.
- Overview of Goal 4 and its objectives—“leverage resources to maximize institutional strength and efficiency”
- 4A Link budget and assessment process to the new Strategic Plan
- 4B Assess, adjust organizational structure and communication processes
- 4C Improve infrastructure (building & grounds)
- 4D Capital replacement process for equipment
- 4E Secure additional public and private funding

3. Next meeting: Wednesday, January 8, 2014 at 9:00 a.m. in the Activity Center Conference Room.