

# INSTITUTIONAL ADVISORY COUNCIL MINUTES

**Friday, September 25, 2020**

Truckee Meadows Community College

9:00 am to Noon

Via Zoom

## 1. Roll Call:

Chair BJ North, Vice Chair Nancy McCormick IAC Members: Sesh Commuri, John Thurman, Mindy Lokshin, Steve Reid.

**Guests:** Chancellor Melody Rose, Assistant Vice Chancellor Craig von Collenberg, Former IAC Council Member Collie Hutter

**Ex Officio:** Sarah Gill, Classified Council Vice President; Alyssa Fromelius, Student Government Association (SGA) President; YeVonne Allen, Faculty Senate Chair, Amy Cavanaugh, Nevada Faculty Alliance Representative

**Administrators/Faculty/Staff:** President Karin Hilgersom, Associate Vice President Elena Bubnova; TMCC Foundation Executive Director Gretchen, Finance and Administrative Services Vice President Jim New, Academic Affairs Vice President Marie Murgolo, Student and Diversity Services Vice President Estela Gutierrez, Technical Sciences Barbara Walden, Career Hub Manager Sidney Sullivan, Executive Assistant and Recording Secretary Lisa Farmer, Special Assistant to the President Dana Ryan, and Administrative Assistant Valerie Kelley

**Absent:** Council Member Debra Biersdorf – excused, Council Member Marissa Brown – excused, Council Member Joseph Nannini

## 2. Public Comment

Chair North called for public comment, there was none. Public comment was closed.

## 3. Approval of Minutes

a) **February 7, 2020**

b) **May 15, 2020**

Vice Chair McCormick made a motion to approve the minutes as presented. Council Member Commuri seconded the motion. The motion was APPROVED by a vote of 6-0-3 Council Members Biersdorff, Brown, and Nannini absent.

## 4. President's Update

President Hilgersom thanked Chancellor Rose for stopping in for part of the IAC meeting. Dr. Hilgersom welcomed Dr. Rose to NSHE. Chancellor Rose thanked the IAC Members for their dedicated service to TMCC and their advocacy.

### 4a) COVID-19 Update

President Hilgersom said TMCC was seeing an increase in COVID cases at the college, luckily the total was still under double digits. However, there were six identified cases that week. The protocols and safety precautions are working to help stop the spread of the virus. Dr. Hilgersom reviewed a handout related to how COVID-19 has affected the college (Attachment A). Thus far, TMCC has reduced approximately \$7.5 million in state funds. TMCC is tracking COVID-19 expenses, most of which will be coded to be reimbursed with monies from the CARES Act fund awarded to the college.

TMCC is making it a goal to not lay off any full-time employees or cut programs, but that will depend on how the budget looks after the next legislative session.

NSHE also approved the addition of a small fee for students to help offset budget reductions. Dr. Hilgersom reviewed TMCC's legislative priorities to include caseload growth and capacity enhancement.

#### **4b) TRIO Grant**

President Hilgersom was happy to share the news that TMCC was the recipient of a TRIO grant from the department of Education. These are highly competitive grants. TMCC will be using the funding to provide additional wrap around services for students.

#### **4c) Update on NSHE Community College Charge**

President Hilgersom thanked Chair North for attending the recent Board of Regents Community College Committee meeting. A part of that meeting included discussion on revising the Community College Committee charge to better serve the colleges and help provide resources and representation within NSHE. It was suggested that increased interaction between the Regents and the IACs be added to the Community College Committee charge. Dr. Hilgersom asked that any feedback or suggestions should be relayed to Chair North who will report back to the Regents.

#### **4d) Update on NSHE Institutional Advisory Council Charge**

At the last meeting Vice Chancellor Nate Mackinnon listened to the IAC's input and suggested revisions for the IAC charge. Vice Chancellor Mackinnon has gathered input from all the IACs and will hopefully have an update on the revision process at the next IAC meeting in November.

In closing, President Hilgersom said TMCC has gotten off to a good start, but there have been struggles. Dr. Hilgersom said that there's a student survey open right now to hear back from students about their experiences with the shift to online learning and how COVID-19 is impacting their education. The data will be used to brainstorm and find solutions to assist students with obstacles and challenges in time for the Spring semester.

### **5) Update**

#### **5a. Vice Chancellor of Community Colleges Update**

Assistant Vice Chancellor of Community Colleges Craig von Collenberg provided a report on behalf of Vice Chancellor Nate Mackinnon. Assistant Vice Chancellor von Collenberg introduced himself and provided some highlights from his background. Chancellor Rose who just started on September 1 has hit the ground running. Chancellor Reilly will be assisting with the transition for a little while longer. Assistant Vice Chancellor von Collenberg congratulated President Hilgersom on the renewal of her contract. Regent Cathy McAadoo had been appointed as the Chair of the Community College Committee, the former Chair, Regent Carol Del Carlo has been elected the Vice-Chair of the Board of Regents. NSHE had named full-time presidents for both the University of Nevada, Reno, and the University of Nevada, Las Vegas. Assistant Vice Chancellor von Collenberg thanked the college for their diligent and efficient work related to budget reductions. NSHE was working on several workforce grants through both the State of Nevada and the US Department of Labor. NSHE had just been awarded a grant to expand apprenticeships in the community colleges. Please contact President Hilgersom if you know of any company looking to start an apprenticeship program.

#### **5b. Faculty Senate**

Faculty Senate Chair YeVonne Allen provided a report that was included in the agenda packet (Attachment B). Chair North asked if the Faculty Senate had received an answer as to why they were not granted a seat on the Board of Regents Budget Reduction Committee.

Chair Allen said that it was explained that the Committee would consist of only Regents, the Faculty Senates would have a representative to serve in an advisory role to the Committee.

## 5c. Classified Council

Classified Council Vice President Sarah Gill was available to answer any questions about the report submitted as part of the agenda materials (Attachment C). Chair North was happy to see the creation of the NSHE Classified Council Employee of the Year award. There was a brief discussion about the definition of classified employees, who are state employees that work for TMCC under the umbrella of NSHE.

## 5d. Student Government Association

Student Government Association (SGA) President Alyssa Fromelius provided a report that was included in the agenda materials (Attachment D). SGA was proud to announce a new scholarship program for DACA students and a new internship program. Chair North encouraged anyone looking to hire an intern to connect with Alyssa.

## 6. Presentation: Overview of Open Educational Resources (OER) by Brandy Scarnati and Alexandra Patri

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TMCC Learning Commons Director Brandy Scarnati introduced Alexandra Patri, former SGA President and current Administrative Assistant in the SGA office. Alexandra provided a presentation (Attachment E) defining what Open Educational Resources (OER) are and how they can be used to provide wider access to educational content at a much lower price to students. Alexandra is working with TMCC's Library Director Neil Segal to expand the college's use and creation of OER content by faculty.

President Hilgersom thanked Alexandra for a succinct report that linked student success to the use of OER not just cost savings. Discussion followed regarding TMCC's goals related to the use of OER. President Hilgersom was encouraged to see the growing use of OER in classrooms, understanding that TMCC respects the faculty's academic freedom. Courses are available to help faculty make a switch to digital course content and OER.

## 7. Presentation & Discussion: Strategic Planning

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### c) Presentation: Process for Strategic Master Plan (SMP) Update and Upcoming Accreditation Requirements – Dr. Melissa Deadmond

### d) Review Input Provided by Council Members Recommendations for SMP Update

President Hilgersom introduced Associate Dean Melissa Deadmond. Dr. Deadmond serves as the Accreditation Liaison Officer for TMCC. The college is accredited by the Northwest Commission on Colleges and Universities (NWCCU). TMCC was beginning the process of updating the Strategic Master Plan (SMP) including TMCC's Mission and Vision Statements. The college had contracted with a consultant to take a comprehensive look at the existing mission and vision and draft revised statements that better reflect the college's work in a changing world. Dr. Deadmond gave a presentation outlining the process for revising the SMP and how it must align with NWCCU and NSHE standards.

The Council Members were asked to submit responses to a couple of questions to help Dr. Deadmond get an idea of what the IAC's top priorities and themes related to the college. From that information, affordability seemed to be of great importance as well as expanding one's skill set and increased earning stability. Things that TMCC does well are: being responsive and promoting equity and diversity. The feedback listed areas of improvement as building relationships with the business community and better community outreach to make people aware of programs and offerings at TMCC. Council Members provided feedback that metrics should be created as a way to measure the college's impact in the business community, and also measure student's success after graduation. When asked how the college reacted to the impacts of COVID-19, Council Member input rated the college highly for engaging with people, being adaptive, managing the budget well, and being able to offer consistent instruction due to the college's response planning. Ratings were lower for innovation although it was noted that the college is good at looking forward.

President Hilgersom asked for more input related to the lower rating for innovation, as she too sees some struggles for the college in that area. It's great to come up with good ideas, but sometimes it's difficult to implement either due to lack of engagement or resources.

Council Member Lokshin asked if a member of the IAC participating in the SMP process. Dr. Deadmond said at this time, this was the only format, but she would welcome participation going forward. Vice-Chair McCormick understood that innovation is sometimes difficult under the structure and organization of the college as it may take longer to acquire resources based on how the college is funded. She thought the college had opportunities to not only educate the current workforce but also prepare students for careers in technology and industries that will need workers in the future in order to stay competitive worldwide. She encouraged better partnerships with businesses to gain more hands-on experience for students, and work hand in hand to identify business needs and build certificate or degree programs around those needed skills.

Council Member Commuri saw many instances where innovation was needed in the areas of healthcare. He would like to see TMCC take it to the next level, the mission statement should reflect that TMCC wants to be the college for an innovative community. That kind of sentiment should be present every day, that mindset will help the college be more responsive and reactive to community needs.

Chair North said the sustainability of the college is critical. Budgets will go up and down, the current crisis will take a toll on the State and change the way we do business. Being proactive and innovative will be very important to the college's solvency. The college should think about how the shift to remote operations and jobs that can be done at home will affect the future of business in the community. Considerations should be made that the industries that provide the largest tax base today, may not be the same businesses that provide that tax base in the future. Revenues from gaming and tourism will be affected and may dwindle to levels not seen before. The college should be engaging business on a much deeper level, not just with the administration, but throughout the college, including faculty. TMCC needs to get business involved and engaged to make the success of the college a priority for themselves and the community. TMCC needs to proactively seek that engagement and ownership from businesses, but not from just a financial perspective. Chair North said there seems to be a little bit of a disconnect between NWCCU, NSHE, and TMCC goals. They should be more aligned to help build the success of the college and students.

Council Member Reid said regarding the questions, he was not a good person to respond as he didn't have insight into some of the college operations and response to COVID. It is a good time to be revamping the SMP, especially in light of COVID. We are living, working, and consuming differently, the college will be in a dynamic position to collaborate with businesses to stay abreast of changes in the workforce and match the job demands. Council Member Reid recommended TMCC Advisory Boards continue to have conversations with the businesses to see how their needs are changing.

Mrs. Collie Hutter, a former IAC Council Member, agreed that reaching out to the community is critical. Businesses can provide the education needed for their industry-specific training. Outreach to connect employers and students, even high school students will build that sense of ownership of the college and the community. The college allows these employers to stay in business. Anything that can be done to reach out to the employer base and excite them about the programs at the college, would be beneficial. The college has a lot to do to inform employers about available opportunities like apprenticeships. Mrs. Hutter was happy to see the start of the IAC Chairs meetings again. The IAC needs to be connected to the Regents as they are to the college. The action of the IACs initially was due to regular discussion with the Board of Regents Chair and NSHE Chancellor. The Council serves on behalf of the Board of Regents so it's important to understand their priorities as a system and their expectations from the institutions and their IAC.

Council Member Thurman said in terms of employment seeing a new trend, a disinterested workforce. Those not working, are taking themselves out of the workforce, so the unemployment rate continues to go down. Council Member echoed Vice-Chair McCormick's comments about being prepared for future industries such as Robotics and AI. We as a society will be in a situation where we will have 50% unemployment because of automation and AI, reducing the number of workers needed. Council Member Thurman said employers are less interested in traditional degrees, looking for certificates in specific areas and then providing specialized training from that starting point.

Discussion followed about how to align the goals of the three agencies, NWCCU, NSHE, and TMCC, and how to accurately measure the success related to those goals. There was consensus that the current metrics were not designed to measure the unique role of community colleges, whose missions are very different from the four-year universities. NSHE could possibly revise to include data points that reflect workforce training.

More discussion followed about innovation and how faculty could feel disincentive, particularly those in the tenure process, to try new things for fear that it will reflect poor performance if the risk doesn't pay off or isn't as successful as anticipated. Council Member Commuri said with the number of adult learners returning to college it was important to find innovative ways to keep them engaged. Math and Physical Science Dean Anne Flesher said when looking at innovation, there needed to be a way to empower faculty to try things, it's a little scary to fall forward and some faculty may not feel comfortable enough to take that risk. Vice Chair McCormick agreed, saying that without rewards and structure there will not be motivation for exploration. President Hilgersom was surprised to learn of the perception that innovation was being stifled due to fear. She continually talks about the pedagogy of risk and how it's important to engage in it to move forward and strengthen student success.

Vice-Chair McCormick thought the college would benefit from having one person serve as a business liaison, someone whose sole responsibility would be to build and maintain relationships with business and industry.

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## 8. New Business

Chair North reminded Council Members to send names to the Office of the President for new membership consideration. The IAC needed to better mirror the community and capture the environmental scan to identify community needs and trends.

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## 9. IAC Take-Aways

Vice Chair McCormick appreciated the robust discussion and opportunity to have all viewpoints to help with making the job easier for TMCC to draft a new mission and vision.

Council Member Commuri said these are challenging times, everyone in higher education has their work cut out for them. It's difficult to gauge where the economy will go, thus educators have to be very nimble.

Council Member Lokshin was interested in seeing the SMP process going forward. She volunteered to participate on behalf of the IAC and TMCC Foundation as she had experience working on UNR strategic planning committees.

Council Member Reid thanked everyone for the good discussion. He was particularly interested in the OER initiative, as it sounded like a good thing to make students' education more affordable.

Council Member Thurman agreed. OER was fantastic on many levels and goes in line with the discussed paradigm shift.

Faculty Senate Chair-Elect Virginia Irintcheva said this was her first meeting, it was very interesting to see what happens at this level as it was very valuable to have community input.

Nevada Faculty Alliance Representative Amy Cavanaugh said it was also her first meeting. It was very interesting to see what the Council is about and what they do. She liked the idea of thinking of different ways to measure the success at TMCC.

President Hilgersom announced that the ADN to BSN program was approved at the last Board of Regents meeting, this would allow TMCC to offer a bachelor's degree in Nursing. TMCC was piloting two co-requisite Math and English courses and had become the leaders of this change within NSHE.

Dr. Melissa Deadmond was very impressed with the discussion and appreciative of the Council's input. Now that she had attended one of these meetings, she would be taking full advantage of the IAC and welcomed Council Member Lokshin's help with the SMP revisions.

## 10. Public Comment

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Chair North opened the floor to public comment. There was none.

## 11. Adjourn

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The meeting adjourned at 11:48 am.

**Approved** by on November 6, 2020 by a vote of 8-0-2 Council Members North and Commuri absent.

