
MEETING MINUTES

Monday, November 20, 2023

In Attendance: Natalie Russell, Geoff Hawkins, Virag Nikolics, Yuli Chavez Camarena, Steven Bale, Estela Gutierrez, Ayodele Akinola, Anne Flesher, Amy Williams, Elena Bubnova, Rick Bullis, Stephanie Sellers, Jeffrey Metcalf, Jeffrey Alexander, Julie Ellsworth, Juana Reynoza-Gomez, Kimberly Harrell, Kim Studebaker, Melissa Deadmond, Mike Peyerl, Nicole Scollard, Karin Hilgersom, Ron Marston, YeVonne Allen, Brayson Gomez, Cheryl Jones, Brianna Lee, Gwendolyn Clancy, John Hughes, Kofi Poku, Mark Maynard, Jim New, Ben Davis, Michelle McCauley Bobadilla

President's Update

COLAs and a TMCC Master Plan Amendment will be discussed at the upcoming Board of Regents meeting in Las Vegas. We are amending the master plan to include the addition at the Redfield Health Science Center location of a fire tower and future classroom building for paramedic and firefighting and health related fields. This will not happen immediately, but it does require Board approval. We are currently identifying funds for this project.

We are seeing a rise in partnerships with TMCC and the community. A big thank you to all the people helping with the tours and assisting to set-up these partnerships.

International Student Services – Yuli Chavez Camarena & Virag Nikolics

Below are some highlights from the presentation:

- There are currently 1 million students in the US on international VISAs, this is trending up since the pandemic
- About 10% of them go to Community Colleges, but we are seeing this increase due to affordability
- About 50% of the International Students are from China and India
- There are concerns from International Students about safety in the US with a rise in campus shootings and other safety concerns with the current political landscape
- We currently have 53 International Students, from 20 different nations
- International Students pay about \$12,000 a year for tuition
- International Students are defined by immigrations status, they must be here on an F1 VISA, they are required to enroll in 12 credits per semester, and they are limited to working 20 hours per week on campus during the campus academic year
- Housing costs are a concern for International Students, but we partner with ISP, which is an International Student Placement organization that assists with housing
- Retention efforts are currently being focused on relationship capital, creating a positive word of mouth campaign, while building materials that show we are a community and here to support the student
- There continue to be struggles with transportation to campus, suggested that we look into ways to provide carpooling options for these students

See attached presentation at the end for more information.

TMCC Environmental Health and Safety Committee – Ben Davis

In Nevada, any organization that has more than twenty-five employees has to have a safety committee, according to OSHA. The main committee would report up into Planning Council and would include environmental safety as well. Under

this committee there would be subcommittees that would address items like art safety, tech sciences safety, and so on. See attachment below for more information on the structure of the committees.

Motion made by Kim Studebaker, seconded by Estela Gutierrez, all Planning Council in favor, motion passed unanimously @ 9:44 AM on 11/20/23.

Policy Revision, Credit for Prior Learning (1st Reading) – Dr. Jeffrey Alexander

Dr. Jeffery Alexander presented a first read for a policy related to Credit for Prior Learning. We are being approached by students to implement a policy of this type and at this time we do not have a consistent way of awarding credit for prior learning. All information we currently have is housed at: <https://catalog.tmcc.edu/rules-regulations/transfer-credit-policy-evaluation-previous-training-education/> The goal of this policy would be to include faculty in the conversation, streamline the process, and create consistency across the board. Once the policy is approved, the website would be overhauled to make it more reader friendly. After the discussion in this meeting, Dr. Alexander will bring the policy back to Planning Council for a second read. See below for the first version of the policy and all supporting documents.

Committee Updates

Academic and Student Services Committee - Estela Levario Gutierrez and Dr. Jeffrey Alexander

No new updates at this time, beyond the Credit for Learning Policy.

Accreditation Committee – Dr. Melissa Deadmond

The Accreditation Committee met on 11/16/23 and discussed "living our Standards." Within a working document, members identified which Standards their operating areas best aligned and identified evidence that we could gather on an ongoing basis to demonstrate that we are meeting those Standards. A highlight of the discussion included a preliminary structure on better tying our resource allocation practices to our planning and assessing efforts from committee member and VPF, Mike Peyerl. The committee also formed a working group consisting of Melissa Deadmond, John Hughes, Olga Mesina, and Rori Wilkis to draft an annual area plan/goal setting template to better track divisional and department planning with a tie to the college's Strategic Master Plan and resource allocation.

Budget Committee – Mike Peyerl

The Budget Committee will begin to meet again starting in January. The main goal of this committee will be to look at actuals compared to where we were anticipated to be and review the needs across the campus. Both COLA scenarios have been submitted to the Board and will be voted on in December. TMCC is in favor of a full 11% increase. Once the vote is complete, the Budget Committee will discuss an increase for part-time faculty as well, and align it as close to the voted on increase as possible.

Diversity Committee - Juana Reynoza-Gomez

EISO Coordinator and Native American/Indigenous Student Advocate - Michelle McCauley Bobadilla

Michelle McCauley (Washoe/Shoshone/Paiute) was born into the Pyramid Lake Paiute Tribe, a community rich in cultural heritage and surrounded by the breathtaking landscapes of northern Nevada. Her childhood was steeped in the traditions, stories, and values passed down through generations, laying the foundation for her deep connection to her roots. Michelle is a graduate from Edward C. Reed High School in Sparks Nevada where she accomplished numerous state and local music honors that landed her a full-ride music scholarship to UNR. Upon completion of a Bachelor's Degree of General Studies at the University of Nevada, Reno, Michelle was hired in her first official student services position as the Intertribal Higher Education Coordinator at the age of 22. During Michelle's Bachelor's degree program, she was regularly invited into collegiate classrooms of different departments to talk about her Native American background. Providing professional presentations to higher education institutions and other national/international professional organizations on Native American issues is what Michelle has been doing ever since in addition to Powwow dance performances and land acknowledgements.

In 2014 Michelle received her Master's Degree in Music Education from UNR and has since become a recognized expert in the music education field on Native American music and cultural appropriation. Throughout both of her degree programs Michelle was traveling as much as she could to compete and participate in Powwows throughout the United States in addition to doing dance performances at various educational, arts, businesses, conferences, etc. Since 2018 Michelle has been invested in educating through social media platforms such as YouTube,

Instagram, and tik tok about American Indian identity and lifeways. She has published her first ever online eBook that is specifically designed for the general ed classroom as well as language educators as part of the revitalization of the Northern Paiute Language taking place in Northern Nevada.

Sustainability Champions Committee Update

Reducing the use of one-time-use plastics. Earth Day- April 18, 2024.

LGBTQ Friends and Allies Committee Update - Shea King

November 29 at 6 p.m. at the Dandini Campus in the Student Center, Drag Bingo Night. Tickets are \$20 for staff and faculty and \$10 for students. All proceeds go to the Wizard's Warehouse.

Fostering College Success Committee Update - Annalisa Walker

Friendship Celebration Luncheon November 28 at 12:00 pm in RDMT 255. Fostering College Success Club is being started (Officers are in place).

Enrollment Management Committee – Yuli Chavez Camarena & Anne Flesher

We show that we are up 3% overall from Fall 2022. We show our dual credit at about 20.4%. Our retention rate for new degree seekers is steady at 61% and for part-time it is 47%. The team is focused on fraudulent applications right now and reducing these as they are time consuming for Admissions & Records. Additionally, the committee is looking into Guided Pathways and the best way to integrate that into conversations with our students. Finally, we are working on a stop-out campaign and working to increase retention rates.

Yuli has officially taken over for Elena Bubnova who served on the committee for 10 years. We are grateful for her sincere commitment and effort on this committee and welcome Yuli officially to the team.

Facilities Committee – Dr. Ayodele Akinola

Facilities is currently working on 35 projects across the campus and everything is moving forward.

Health and Wellness Committee – Geoff Hawkins

We will continue to see vaccine clinics on campus, as well as sexual health testing for all TMCC employees and students. There is a fun event coming that will be announced in the New Year. Our soccer teams did exceptionally well this year and we just did a banquet to celebrate them that was a huge success.

Technology Committee – Cheryl Jones

Technology Committee did not meet but have been engaged in the work of survey development via email:

- Chat Bot Technology
 - Tawk.to webchat demo
 - Mongoose Cadence demo

Instructional Tech committee met on 11/7 – they reviewed:

- the inventory of instructional technologies
- expanding exploration of technologies already identified
- training that we will roll out in spring
- smart boards, vivi, packback and writing lab
- creating a useful web-based directory of adopted software/technologies

AI Task Force met on 10/25 and 11/8

- They are planning a session on generative AI during the spring professional development week. They are currently looking for a speaker to come in or to join on zoom.
- New Framework being developed, AI Task Force will be temporary, will be replaced by the AI Oversight committee
- The Committee will be created as a permanent subcommittee of the Technology Committee

- The AI oversight committee will continue to be comprised of related stakeholders representing all areas of the college
- Subgroups of this committee will be siloed in order to work on the particular concerns of their group of stakeholders
- The committee will work with other existing committees on campus to solicit input and feedback as it develops various guidelines (rather than policies) since there will be constant evolution of the technology
- The AI oversight committee will develop
 - Guidelines for:
 - ethical use of AI
 - data security & privacy
 - bias & fairness
 - intellectual property
 - teaching & curriculum working with faculty leadership
 - Training and awareness for:
 - Students and student-focused issues, staff, and faculty
 - AI and technology surveys for all 3 groups have been developed and will be deployed in January
 - AI relevance as a technical skill for workforce development and retraining
 - identification of fiscal resources in support of exploration, adoption, training, etc.

Part-Time Faculty Committee – Gwendolyn Clancy

The committee is looking into ways to continue increases in pay for part-time faculty and will continue to escalate these ideas to Planning Council for approval.

Constituent Updates

Student Government Association – Brayson Gomez

In the month of October, SGA had multiple events, such as Wood-Sock on October 11th for national coming out day, Get the scoop with the presidents on October 23rd, and a blood drive on October 19th. In addition, the SGA is putting on Soctober, where anyone on campus can donate new and unused socks for the reno-sparks gospel mission. The bin will be located in front of the SGA office. SGA Senators have been working hard to brainstorm and plan their senator projects. The general assembly recently voted to appoint senator Jarret Orcutt to the office of Vice President, and this past Wednesday they voted to appoint a new senator, bringing them to a full-term. In addition, The General Assembly also recently voted to approve a student survey to gain more insight on how the student body thinks the SGA should operate and any concerns they have.

Classified Council – Jeffrey Metcalf on Behalf of Hallie Madole

Thank you to all who participated in the Halloween Decorating Contest: Office Decorating - Humanities 1st, Office of the President 2nd, Marketing 3rd - Counseling 1st place door decorating.

The Holiday Party is November 27th, still seeking donations of silent auction baskets! Looking for help in collecting donations of turkeys/hams. Summer Energy Saving and Low Staffing model survey went out on November 7th. The Innovation Award - Live and nominations are currently being accepted!

Faculty Senate – Rick Bullis

1. Council of Chairs - Joint statement on Academic Freedom
2. Faculty Evaluation Committee - Still needs 2 more administrative faculty
3. Deferred to Ron Marston - SBBC - recommendations for Equity Studies in the future – this was added to new business and will be discussed at the next Planning Council Meeting.

New Agenda Items

Adjourned at 11:02 a.m.

Draft Policy on Credit for Prior Learning (CPL)

For Planning Council, November 20, 2023

Reason and Justification

- As of July 2021, National Student Clearinghouse (NSC) reports that over 40 million American adults possessed some college credits but no credential (SCNC) ¹
- In 2021-2022, the NSC reported that Nevada's SCNC population was 383,767 ²
- In 2020, the Western Interstate Commission on Higher Education (WICHE) and the Council for Adult and Experimental Learning (CAEL) reported that, in a study of 230,000 adult students across 72 institutions,³ program completion was 22 percent higher among adult students who received CPL than adult students who did not ⁴
- In a 2020 survey of 1,200 college students conducted by the Lumina Foundation, one-fourth of those who earned CPL said that those credits "made it possible to complete a degree/program they otherwise would not have" ⁵

Policy

Credit for Prior Learning (CPL) ranges from transfer credit awarded via transcript evaluation, to skills and experience earned outside of the traditional college classroom that merit course substitution. The latter includes work experience, industry certifications, military training, non-credit training, volunteer work, self-study, and other life experiences based upon which students can demonstrate that they have mastered college-level learning outcomes. CPL can be obtained via examination, portfolio assessment, or other evaluation of learning by expert faculty.

TMCC recognizes that CPL empowers students and contributes to increased graduation rates by engaging adult learners, validating prior learning, and accelerating program completion, thus saving students time and money. In alignment with guidance from the American Council on Education (ACE), the Council for Adult and Experimental Learning (CAEL), and the Lumina Foundation, TMCC is committed to helping students make progress toward their educational goals by assessing and awarding CPL.

In furtherance of this principle, the VPAA and VPSSD will partner with college officers to:

- Develop definitions and procedures via which students may earn CPL via examination or other evaluation of learning by expert faculty
- Produce materials to inform students and the community about CPL and its potential to shorten pathways to earning a credential

¹ <https://nscresearchcenter.org/some-college-no-credential/>

² <https://nscresearchcenter.org/some-college-no-credential-dashboard/>

³ <https://www.cael.org/hubfs/PLA%20Boost%20Report%20CAEL%20WICHE%20-%20October%202020.pdf>

⁴ <https://www.cael.org/resouces/pathways-blog/new-research-from-cael-and-wiche-on-prior-learning-assessment-and-adult-student-outcomes>

⁵ <https://www.luminafoundation.org/news-and-views/prior-learning-credits-help-students-cross-the-finish-line-to-earn-degrees/>

- Maintain a simple CPL application process with clear pricing for standard exams, challenge exams, portfolio assessments, and other forms of CPL evaluation
- Evaluate CPL applications promptly and fairly, together with faculty experts as needed
- Compensate faculty for developing and grading challenge exams, evaluating student portfolios, or other forms of CPL assessment, via the college's established practices for Additional Compensation or Additional Assignment
- Continually develop and maintain a crosswalk of military, industry, and non-credit trainings and certifications that qualify for CPL due to their mastery of parallel learning outcomes, per expert faculty
- Provide support to students who are earning CPL, including tutoring, advising, and related resources
- Ensure that CPL procedures do not conflict with the expectations of competitive-entry programs and those with unique accreditation requirements
- Enforce the college's published residency requirements

REQUEST FOR POLICY REVIEW

Please complete this form and submit it to the Office of the President for inclusion on the Planning Council Agenda.

Submitted By Dr. Jeffrey Alexander		Date 11/15/2023
Legal Review <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Not Applicable		Initials KB
Purpose of this Review <input type="checkbox"/> Add a Policy <input checked="" type="checkbox"/> Revise a Policy <input type="checkbox"/> Delete a Policy <input type="checkbox"/> Other:		
Provide the text of the new policy. If this request is for a revision, provide previous policy text with mark ups on a separate sheet. Please see attached document detailing this policy revision request, entitled 'Credit for Prior Learning,' or CPL. This policy is presently entitled 'Transfer Credit Policy on the Evaluation of Previous Training and Education.' https://catalog.tmcc.edu/rules-regulations/transfer-credit-policy-evaluation-previous-training-education/		
Provide the reason and justification for request. TMCC recognizes that CPL empowers students and contributes to increased graduation rates by engaging adult learners, validating prior learning, and accelerating program completion, thus saving students time and money. In alignment with guidance from the American Council on Education (ACE), the Council for Adult and Experimental Learning (CAEL), and the Lumina Foundation, TMCC is committed to helping students make progress toward their educational goals by assessing and awarding CPL.		
Describe the impact of this request (cost, legal ramifications, etc.) This policy will require TMCC to set prices for CPL activities, collect testing/review fees, award credit where testing/review verifies student learning, and pay expert faculty for their time to set and grade challenge exams or assess student portfolios. The institution will also develop materials to publicize CPL processes. There are no legal implications, as awarding CPL		
Planning Council Review		
First Reading 11/20/2023	Second Reading	Third Reading
Status <input type="checkbox"/> Approved <input type="checkbox"/> Denied	Vote	Date
Policy Manual & Webpage Update		
Policy Number	Date Posted	
Departmental Procedure Page Update <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Applicable		



Truckee Meadows Community College Environmental, Health, and Safety Committee

CHARGE:

- To provide a safe and healthful place of employment and learning to all TMCC faculty, staff, students, and visitors.
- To support the efforts of sound environmental and sustainable practices at TMCC.
- To promote an environmental, health, and safety culture that is congruous with the TMCC vision, mission, and values.

ROLES and RESPONSIBILITIES:

Committee membership will be maintained by volunteers or assigned by management, and should represent a cross section of the institution and subject matter experts. Where a labor union is represented, the representative should be voted in by their constituents. Committees will meet at least two times per year during the Spring and Fall, up to four times per year or once each quarter.

- Committee Chair
 - Maintain administrative functions of the committee including scheduling, facilitating, and documenting meetings.
 - Manage action items and tracking of corrective and preventative actions.
 - Report monthly to TMCC Planning Council.
- Committee Members
 - Working together on environmental, health, and safety issues, report on hazard identification activity in their respective area to the committee and assist in generating potential solutions to perceived and actual recognized hazards.
- Management
 - Foster a collaborative environmental, health, and safety culture where a commitment to a top down approach to continuous improvement empowers the College to adopt best and sustainable practices.



EH&S Specialized Committees:

Biological Hazards Committee

Chemical Hygiene Committee

Laboratory Safety Committee

Technical Sciences Safety Committee

Visual and Performing Arts Safety Committee

Committee Structure (under construction)

https://lucid.app/lucidchart/a3915ad4-94ef-4cfa-8abf-ae63833c21b0/edit?viewport_loc=-11%2C77%2C2219%2C1057%2C0_0&invitationId=inv_115a0e67-0a4f-4786-a194-0541dafdb63a

Contributory Representatives (called upon as needed):

Marketing and Communications: MCO

Information Technology: Director Information Technology

Student Conduct: Student Conduct Officer

ADA: Disability Resource Center

Academic Affairs: VPAA Office

Student Services: VPSSD Office

Finance and Governmental Affairs: VPFGA Office

Academic Faculty: College Deans and Department Chairs

Administrative Faculty: Administrative Faculty Committee Chair

Classified Staff: Classified Council President

Student Government: SGA President / Program Director for Equity, Inclusion, and Sustainability

Facilities Services: Projects, Contracts, and Space Allocation

International Student Services Updates

Yuli Chavez Camarena, Director & Virag Nikolics, Manager

November 2023



TMCC

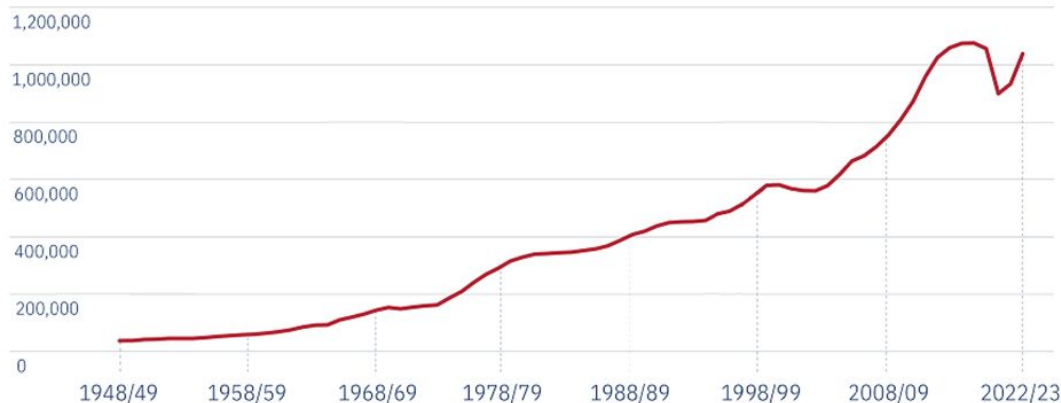
**Truckee Meadows
Community College**

OVERVIEW

- **Data and Student Profile**
- **Institutional and Global Challenges**
- **International Student Services: Opportunities**
- **Diversify Recruitment Strategies**
- **Social Programming**

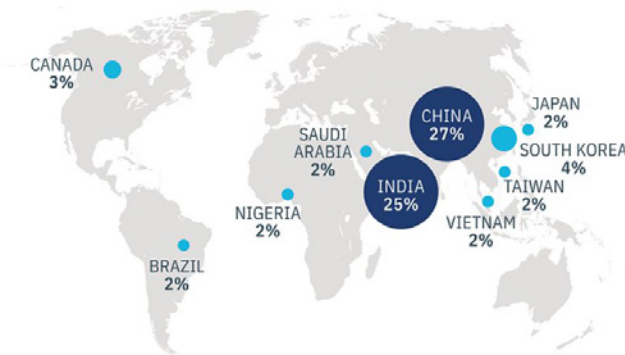
International Student Data (Open Doors, 2022-2023)

INTERNATIONAL STUDENTS, 1948/49 – 2022/23



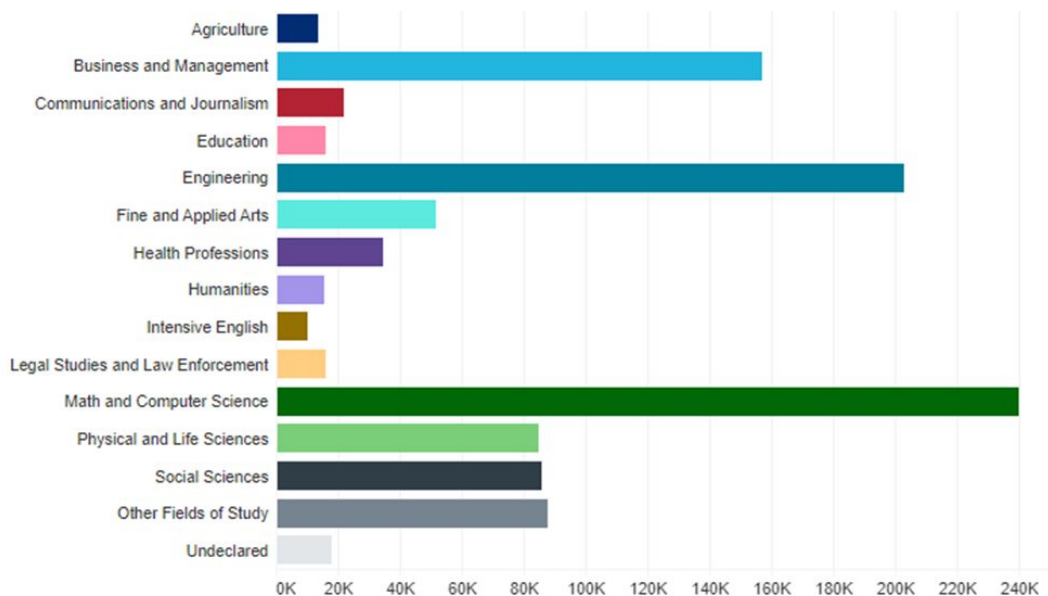
In 2022/23, the total number of international students **increased by 12%** from the prior academic year and **surpassed one million**.

LEADING PLACES OF ORIGIN OF INTERNATIONAL STUDENTS, 2022/23



Students from China and India accounted for **53%** of international students.

International Student Data (Open Doors, 2022-2023)



Institutional Type

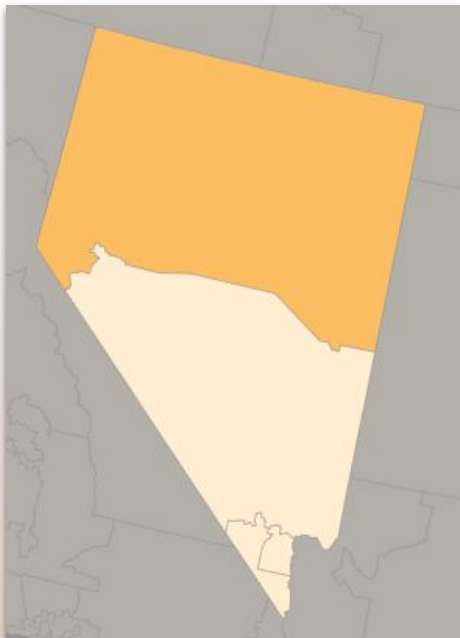
TMCC Data

Country of Origin - International Students

Origin	2022	2023
Albania	1	
Australia	1	
Belize		1
Bolivia		1
China	1	
Colombia		2
Costa Rica	1	2
El Salvador	1	1
France	1	2
Germany	3	
Ghana		1
India		3
Japan	23	20
Mexico	1	1
Morocco	1	
Nigeria	1	
Panama		1
Peru		1
Philippines	3	6
Poland	1	1
Romania		1
South Africa	1	1
South Korea	4	3
Thailand	1	3
Turkey		1
United Arab Emirates		1
Total	45	53



Economic Impact of International Students



Source: [NAFSA Int'l Student Economic Value Tool](#)

Northern Nevada Financial Contribution (2022-23 Data):

Financial Contribution	\$26.9 million
Jobs Supported	229
Int'l Students Enrolled	871

- **Ranks 44** in the U.S. hosting International Students.

Source: [2022 Open Doors Report](#)

Who's an International Student at TMCC?



F-1 Status: Full-time Student Visa

- Enrollment: 12-credit minimum per semester
- Work:
 - Maximum 20 hours per week on-campus work
 - Restricted off-campus work must be major-related

J-1 Status: Au-Pair Category

- Enrollment: 6-credit minimum

“Invisible” Internationals

- Foreign-born in Permanent Status in the U.S.

Institutional and Global Challenges of International Admissions Impacting Students

INSTITUTIONAL

- English requirement
- Lack of local college prep ESL program
- Financial requirements
- No summer admits
- Admission timeline
- HS Transcripts



GOVERNMENTAL/GLOBAL

- Visa/change of status processing times
- Visa application timelines
- Visa wait times
- Visa denials
- Fees (SEVIS \$350, DS-160 \$185, I-539 \$370)
- Fraudulent documents

Retention Challenges: Student Perspective

“Should I stay or should I go?”

INSTITUTIONAL/IMMIGRATION

- Burden of 12 credits/max. 3 credits online
- Online-heavy programs
- Lack of student engagement opportunities

RENO-TAHOE AREA

- Lack of transportation options
- Rising housing costs
- Non-residential campus



GLOBAL

- Geopolitical climate
- Immigration impact
- Post-pandemic era
- Economic recession

International Student Services: Opportunities

Admission & Recruitment

- Review Institutional Policies
- Diversify Recruitment Strategies:
 - Staying Local
 - Maintain & Build
 - Alumni Network
 - Faculty/Staff Network

Retention

- Relationship Capital:
 - Focus on Student Life
 - Infrastructure
 - Garner support for ISS Office

Diversify Recruitment Strategies: Tapping into the Local Community

College-prep Intensive ESL Programs

- Establish in Reno
- SF Bay Area, Sacramento Area, Vegas
- Establish admission criteria commensurate with TMCC English requirements
- Accreditation

University Transfer Agreements

- Guaranteed admission upon associate's completion



Hospitality Industry

- J-1 Exchange Visitors (Change of Status)

Au-Pair Agencies

- J-1 Exchange Visitors (Change of Status)

U.S. Commercial Service

- Local Rep to Virtual and In-Country Fairs

Maintain and Build Partnerships



- Maintain existing partnerships locally and globally
- In-country Agents
- Combined College/University Recruitment
- Small Tours in Target Markets



ALUMNI NETWORK

- Authentic Stories
- Ambassadors
- Mentors to Prospective Students



FACULTY & STAFF NETWORK

- Referrals
- Ambassadors
- Travel plans
 - Recreational
 - Recruitment trips
- Blogs/Articles/Social Media



Alaine Obra and Erin Frock, TMCC's Lead Counselor





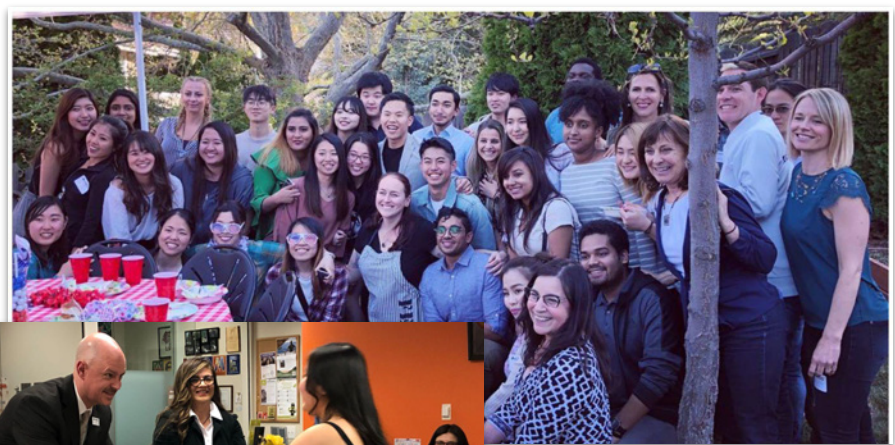
Retention: Social Capital

- Student Life
- Clubs
- Trips & Events
- Peer Mentors
- International Faculty Committee
- Home away from home



ISS Support

- Build advocacy
- Leadership Involvement
- College's Mission Statement
 - "Embracing diversity and inclusion"
 - "Community development through partnerships and services"
- Budget
- Dedicated Database
- Dedicated Space
- Celebrations





TMCC IS COMMUNITY

