April 17, 2015

In Attendance: Beverly Bavaro, Molly Lingenfelter, Bernie Hamm, Michele Noel, Kevin Dugan, Kurt Ehlers, Barbara Aten, Jennifer Garzón, Katie Kolbet, John Coles, Thomas Alexander, Dan Williams, Tara Connelly, Amanda Sagun, Donna Ballard, Dr. María C. Sheehan.

Recording Secretary: Lisa Farmer

Absent: Sharon Lowe and Jeff Olsen.

President’s Items:

- IT Update
  Dr. Sheehan relayed that the IT consolidation plan as proposed would not be implemented. TMCC would continue shared services with WNC and GBC through MOUs and agreements in order to maximize efficiencies and will continue to evaluate areas of possible savings.

- Facilities Overview: Current and Upcoming Projects
  Dr. Sheehan hoped everyone had a chance to view the last video message she had sent out. It was dedicated to capital projects. Construction was on time and going well at the Health Science Center. Efforts were being made to find a donor interested in a possible naming opportunity for the building. Construction was expected to be completed in time for the Fall semester.

  Construction would start in a few weeks at the Edison site. The project would be constructed in two phases. The first phase included renovation of the building to better accommodate student space and updates to classrooms. This was expected to be completed for the Fall semester. The second phase was more expansive, staff was looking for a major gift to fund the majority of this phase.

  Dr. Sheehan thanked those that participated in the brainstorming sessions led by Robyn Powers. Approximately 50 people from all areas: academic faculty, administrative faculty, classified employees, and students participated in discussions about the future of the Dandini campus. Those meetings resulted in a list of priorities.
  1) Parking
  2) Transit Issues
  3) Dedicated Student Space
  4) Performing Arts
  In order to move forward with making improvements to the Dandini campus, the College would need to go to students asking them to help get the projects off the ground with an additional per credit fee. This request would need to be approved by the Board of Regents and was expected to be on the December agenda.

  June’s Board of Regents meeting would be focused on top performing students. Dr. Sheehan was planning to have presentations from Jim Roderick, Nevada Humanities Teacher of the Year, the Tutoring and Learning Center, and PTK. In preparation for the President’s upcoming video, please share any good news stories about your students or colleagues with Kate in Marketing or with Lisa in the Office of the President.

  Dr. Sheehan asked if there was interest in continuing this committee. She wanted to know if it was a valuable resource. She had learned a lot through the group and felt it had been a success, but wanted to be sure that the group as a whole was seeing a benefit.
There was a general consensus to continue meeting, possibly with some modifications to the membership to include staff from other disciplines. Another suggestion was to hold semi-annual meetings where each discipline would send a representative to share news about their areas. Overall there was positive feedback about the Committee and its continuance.

Committee Requested Items:

- iNtegrate II (Bernie Hamm)
  Bernie gave an update on the iNtegrate II software. It was a new software program that would include functions for Human Resources, Accounting, and Finance. It would be integrated to work with PeopleSoft. Trainings were expected to roll out in the next 18 months statewide as the software was being used by all NSHE institutions in effort to standardize the process across the System. Dr. Sheehan added that the current processes have some inefficiencies, the institutions needed a better way to handle back office work more effectively. This was a major venture to coordinate work processes within the System.

Campus Highlights:

Beverly Bavaro relayed Web Services was working on a responsive design that would allow mobile device users to have the same website experience as desktop users.

Michelle Noel, Liberal Arts, said new transfer agreements were in the works for architecture, paralegal services, and some other selected programs. The new agreements would be easier to follow.

Barbara Aten, Mail Services, thanked everyone for completing their portion of the fixed asset report. The report had been finished and they were now working on updating the property inventory on the website. She had been attending the leadership classes within her division. The program lasted for seven months and was focused on learning new skills in areas that each person thought needed improvement.

Jennifer Garzón Humanities/Spanish, informed the group that the Department Chair held a team building potluck dinner over the weekend.

Dan Williams, Biology, announced that Dr. Adlish would be offering his second semester of the infectious diseases course. The cadaver dissection team was growing and becoming quite successful. He was watching the progress of the Health Science Center and was impressed with what had been constructed so far, it was going to be amazing.

Tara Connelly, Advising, informed the Committee that the early registration program had started and was moving along. The program offered high school students the ability to get directed attention from TMCC staff and allowed them to pre-enroll in courses. Staff works with the student to develop a customized schedule and a specialized orientation. The program was offered at a $50 fee. 55 students were already participating, the program was still accepting applications. Dr. Sheehan asked about what types of students were participating. Some research would be done and an update would be given with this information.

Tom Alexander, IT, said building installations were in process at the Redfield site. Work would soon begin to switch the telephone system to a voice over IP system. Wireless improvements were also being made segment by segment.

John Coles, Social Sciences, was impressed with an event Micaela Rubalcava had organized in the Student Center. It was attended by students from three different classes, it was based on communication. John had just finished some additional training for HeartMath. The completion of the 4 day course allows him to offer classes on the subject off campus. His recent HeartMath workshop was well received, he saw results almost immediately.
Kevin Dugan, Social Sciences/Psychology, relayed that he was participating in a continuing education program in Neuro-Psychological Assessment through the Extension Program at UC Berkley. He would be giving a talk to the Psychology Club on the importance of "keeping themselves alive". The College would be offering a new neuroscience course in the upcoming schedule.

Amanda Sagun, WebCollege, stated that Fred Lokken produced his 10th annual Distance Education survey. It's a survey that is sent to community colleges across the nation regarding their distance education programs. They had also purchased DocSoft a transcription software/hardware that will allow them to caption videos and audio files to make them ADA compliant. The Classified Council would be ending their Fitness Incentive Program on May 1st. Winners would be announced May 5th. The Classified Council was also looking to form a subcommittee to review and revise their bylaws.

Donna Ballard, Admissions and Records, said they were gearing up for Commencement. Over 1,000 applications had been submitted with 700 already approved. Recent changes in residency protocols for veterans now allowed dependents and spouses to apply for in-state tuition up to three years after military discharge.

Molly Ligenfelter, English, relayed that new cut scores would be effective this summer. They would be working with advising to make the adjustments. English was offering more hybrid and stretch classes to help expedite students on the edge. Stretch courses included coursework from 098, directly into 101. This allowed the student to take both courses in one semester.

Katie Kolbet, Physical Sciences, said she would be on sabbatical next Fall. She had five new positions in her department was trying to bring them all up to speed before her departure. The department had received a $9,000 environmental science grant that would allow a professor and student to attend an upcoming conference. Olga Katkova was continuing her work with students at Wooster High School, her program was very well received. The department had doubled the number of upper level Physics courses being offered, they currently had demand for more sections of such courses but not enough instructors.

Kurt Ehler, Math, was happy to announce that one of his students was recently in contact with him. She had been accepted to Arizona State University and would be graduating soon, and would begin her graduate studies. Another student of his that came to TMCC as a 16 year old, high school dropout, was now finishing his teaching internship at a local high school and had been offered a full time position upon his graduation from the University of Nevada, Reno.

President Sheehan was very optimistic about the VPAA candidates. She was meeting with each one individually, she encouraged everyone to attend the remaining candidate forums scheduled for the following week.

**Open Discussion:**

John Coles notice that enrollment in his night courses had decreased significantly. He wondered if it was a trend across all the night courses being offered or was it only in his division. He felt the evening courses were becoming stagnant and was curious as to why enrollment was down. He suggested maybe an increased marketing campaign was needed to target those individuals, extra outreach to the 30 somethings. The College had previously had agreements with businesses like John Ascuaga’s Nugget to help offer courses to students that may have full time jobs.

There was a desire to learn more about the College’s overall marketing plan. There was the impression that a bunch of little programs were being highlighted, the group wanted to know what the strategy for the whole College was. President Sheehan said it could be added to a future agenda. She would ask Kyle Dalpe to give a presentation.
Future Agenda Items—Next TBD

Since May was an exceptionally busy month, the Committee would not be meeting again until September. However since there were some outstanding questions, President Sheehan recommended a virtual meeting be held to provide updated information.