March 8, 2016

Present: Acting President Kyle Dalpe, Barbara Buchanan, Elena Bubnova, Melissa Deadmond, Armida Fruzzetti, Andy Hughes, Kate Kirkpatrick, Jim New, Barb Painter, Marie Murgolo-Poore, Lee Schafer, Gretchen Sawyer, Amy Williams, and Sharon Wurm.

Campus Updates, Acting President Dalpe

- Police consolidation was passed by the Board of Regents at last week’s meeting. This means that from now until June 30th we will transition from TMCC police services to University Police Services. The transition includes everything from staff to inventory of supplies. Anything surplused will come back to TMCC. Communication and contact phone numbers for the police department were discussed, more to follow.
- Center for Applied Logistic Management passed. Next steps will be forthcoming.
- Concept behind Performing Arts remodel was presented (information only).
- Short notice of new hires and transfer of employees, further discussion is needed. Questions are coming in and are being researched.
- Congratulations to our five newly tenured faculty: Dr. Lisa Buehler; Dr. Precious Hall; Olga Katkova; Robert Kirchman; and Dr. Michele Noreen.
- Congratulations to Lindsay Wilson, English, recipient of the Nevada Regents’ Creative Activities Award; Dr. Engrid Barnett, Humanities, recipient of the Nevada Regents’ Teaching Award; and Dr. Natalie Brown, advising, recipient of the Nevada Regents’ Academic Advisor Award.
- Finally, congratulations to TMCC’s 2016 Regents’ Student Scholar - Felipe Gutierrez.
- Special BoR meeting is April 22nd with discussion specifically on budget. Big push is for increased funding for CTE, SSOG refunding, case load growth, etc. The June BoR will be hosted by TMCC.
- Kyle will meet with the newly tenured faculty and will take them to lunch on Friday. He will seek their input on how they would like to celebrate their tenure (i.e. second ceremony).
- President’s advisory council has been renamed and restructured. It is now call the Planning Council with subcommittees to address specific issues. The Planning Council will be the highest level of representation for the campus. Dr. Dalpe will put a call out to request faculty participation/representation on the Council.

Veterans Integration to Academic Leadership (VITAL), Hedi Priestley

Heidi shared that the goal of VITAL is to enhance academic retention and success and to help veteran students resolve issues and connect with resources. Heidi works for the Veterans Administration and is a licensed social worker. She is on campus Tuesdays from 8am – 4:30pm to offer counseling services to veterans.

Disability Resource Center, Thomas Kearns

Thomas showed the group how to access DRC website and the Accessibility Issues online form. Students or faculty should be using this form if they are in need of an accessible book, software, curriculum, etc.
Update on Financial Aid Regulation, Sharon Wurm

Letters are being sent to students, very specific to what is going on and advise them that registration is open for summer and later for fall

Can use financial aid refund to pay for classes not funded by financial aid
Peoplesoft "pop up" will alert student when they sign up for a class that isn't covered by financial aid
Students will also receive a personal phone call if they are enrolled in classes that aren’t covered by financial aids
Also updating social media, screens, posters, flyers, CANVAS

TMCC Career Pathway Program, Amy Williams

Workforce Innovation and Opportunity Act has made it possible for students to be co-enrolled in an approved academic credit career pathway program (focus is on transitioning students). Amy has been working closely with Sharon Wurm because the programs must be financial aid eligible. Students must pass an approved Ability to Benefit Test or successfully complete six or more college level credit hours applicable towards their program. Amy requested the deans to review her handout of current programs and address any concerns to her. There are other requirements for the program. Please contact Amy Williams for more details.

Discussion took place regarding the status of the WIOA students. Elena will research "student status" since these students haven't finished high school but are dual enrolled and degree seeking.

Gateway Course Completion, Melissa Deadmond

BoR passed policy regarding gateway courses for college level math and English. There are three requirements:

1. Institutions need to adopt multiple measures placing students into math and English (we use Accuplacer, SAT, and ACT).
2. Must provide pathways for students to complete math and English in two semesters (first time degree seeking) and three semesters for STEM students
3. Must ensure first time degree seeking students are continuously enrolled in math and English until they complete gateway

One of the issues we face is that we do not enough instructors and classroom space, as well as enough advisors for placing drop/holds on students. TMCC was asked to present benchmarks for the next few years (enrollment for math and English) and a plan of action (resources, communication, accomplish it, etc.) We submitted our benchmarks to the System, but were asked to resubmit with more robust numbers.
We are hiring:
4 tenure track faculty for math
4 tenure track faculty for English

A RAP request was submitted to hire additional advisors. We must show good faith effort to meet the NSHE mandate to include reserving classrooms for Gateway Courses during prime time. It's not ideal to place holds on students, but we may have to - not sure how it would work with 100% and 50% refunds.

Enrollment Report, Elena Bubnova

The dashboard will be updated next week with Spring 16 numbers. Enrollment for Spring will probably end up flat, but we are up 4% for the year. Significant gains were made in Eng 102, Biology, Apprenticeship, and Business.

Dr. Buchanan thanked Dean Fuzzetti and Kate Kirkpatrick for their efforts in making one last push for late starts (only for open seats, no new classes).
Elena and Ron Marston will reconvene the Enrollment Management Committee, which is a subcommittee of the Planning Council. Elena and Ron are requesting those who served in the past to consider serving again. Reminder: Registration for Fall 16 starts tomorrow.

**Customer Relations Management, Andy Hughes**

Customer Relations Management is progressing well. There is a functional task force that meets weekly and a technical team that meets every other week. The teams are working on getting data dumped into Starfish Solutions so a pilot test can be conducted. Roll out is slated for Fall 16.

**Commencement Updates, Andy Hughes**

Commencement will be held at the Peppermill. Peppermill is not available for a multi-year reservation. A walk through is scheduled for May 19th @ 3pm. The Peppermill has been very accommodating and everything is moving along nicely. The Peppermill will open up parking for us, including employee parking. We are asking for a reserved parking area for VIPs. Seating arrangements for faculty will be in a new format this year. The will be seated on the left and right sides of the stage and will be able to see all of the graduating students. Andy has also invited faculty to participate on the commencement committee and requested help from the deans in sending out a call to faculty.

Dean New recommended looking into the Events Center as it can hold nearly 7,000. Faculty and Platform Party can robe in the ballroom and walk across to the Events Center.

**Part-time Faculty Awards, Brandy Scarnati**

An email was sent last week announcing Part-time Faculty Awards Ceremony in the Student Center on April 21st @ 5:30pm. Brandy also sent an email to chairs and coordinators, and nominations are still being accepted.

**Student Evaluations, Brandy Scarnati**

Students may complete evaluations through the last day of the semester, Sunday, May 15ht @ 5pm. Starting May 4th and 5th students will have to complete survey before they can move on to their course in CANVAS. SOAR students won’t be locked out since theirs isn’t a traditional course.

**Academic Calendar, Barbara Buchanan**

Dr. Buchanan announced TMCC is currently aligned with UNR’s fall and spring start dates with the exception of the year 2019/2020. We will relook at the calendar, make adjustments, and then resubmit to Professional Standards.

**Pennington Foundation, Gretchen Sawyer**

Gretchen announced that the Pennington Foundation will be renaming the Applied Technology Center. The name change will go forward at the April Special BoR Meeting.