

MEETING MINUTES – OCTOBER 20, 2022

Date: October 20, 2022

Time: 1 p.m.

Join Zoom Meeting: <https://tmcc-edu.zoom.us/j/95167139732?pwd=MWtoNW8wenczVC9adkkyQUgwa0JDdz09>

Meeting ID: 951 6713 9732 **Passcode:** 976293

1. **Roll Call**

- Tina May, Sarah Gill, Helen Scott, Katt Warner, Janet Bicker, Jenny Taufu

2. **Approval of September 2022 minutes**

- Motion to approve: Jeffrey Metcalf motioned, Laura Meacham seconded

3. **Board Members Report**

• **President's Report – Tina May**

- IAC Meeting (pictures taken of all members)
- East view project was discussed. Funding was the topic of discussion and at this time the cost for the project is projected to cost from \$60-65 million. Milton Steward, CEO of Nevada works gave a presentation on what Nevada works provide to the community. Nevada works brings Nevada job seekers and employers together. Their mission is to provide the best workforce solutions fulfilling needs of employers and job seekers.
- Accreditation meetings-attended several to represent Classified staff.
- Planning Council-accreditation follow up. Recommendation regarding assessment for two-year degrees. YeVonne Allen mentioned how well our equity gap is meeting standards. Concerns regarding Classified staff concerns that they cannot take Professional development. Budget needs to get out information regarding the budget.
- Long term TMCC salary planning. Reliable and reliable pay increases that are supported by budget. Look at the several budget committees and look at charges and coordinate our endeavors.
- BPLAC working regarding the legislative session. 17% reduction with equity recommendations. Zero reduction and 10% reduction, we are not doing the equity study for nothing. One-time salary bump, looking at compensating full time staff. Coordinate a lobby effort. Enrollment recovery is really key for our college. Budget committee for Planning Council, long term planning and RAP requests
- Planning Council Committee updates: Dr Alexander and Estela Gutierrez concluded the search, Amber Boroughs will be running, Assistant director CTE finalist accepted. Deals with high school and working with high schools receiving CTE credits. Compensation for building courses. Working with IR dual credit dashboard and matriculation.
- Accreditation committee-Dr. Melissa Deadmond will be reviewing accreditation in full detail in about 7 days.
- Budget committee-Crista Jorgensen, Karin Hilgersom, creating the charge for the committee and creating RAP form and who gains access. Opening first round, due date for spring funding.
- Diversity committee (Juana Reynoza-Gomez) attended the HACU conference. Move from pay salaries to scholarship so that DACA students can serve. How are we going to take on Sustainability for this year.
- Enrollment management committee (Elena Bubnova, Dr. Julie Ellsworth, Anne Flesher) Tesla enrollment help with recovery, discussion held regarding in person and online offerings.

- Facilities committee (Dr. Ayodele Akinola) looking to update light in parking lot.
- Health and Wellness committee (Geoffrey Hawkins) health and wellness celebration November 8.
- Technology Committee (Cheryl Jones) Cybersecurity training for all employees.
- **Vice President's Report – Sarah Gill**
 - EOM past: August EOM Stephanie Digeon-Heath (CAN/CLA and Vet nursing), September Val Lambert, EOM current-calls for nominations are out and close October 24 2022.
 - Faculty Senate. Attended October 7 meeting where reminders were given about our accreditation visit.
 - VPAA Alexander reported that a new AS degree in Agricultural Science is in the works, the CNAS program has a pass rate of 80% which pleases the state board, and his office recently updated the student complaints policy. It was outdated and some things needed clarification such as timeliness and how the complaint is handled. Enrollments are also slightly up largely in part to the 400+ apprenticeship students over at the Applied Technology center (Edison).
 - President Hilgersom reported that the search for an Executive Director of Finance.
 - One agenda item for FA surrounded the changes to Listservs. One faculty member suggested a new listserv be created for all administrative and academic faculty that is open for replies and that is opt-out. This person feels that shutting down replies on the listservs is not collegial or professional; all voices should be heard not just the ones they want to hear. Some in attendance expressed their concern about listserv comments causing one to question the stability of the college, and even shared that we as a college seem divided.
 - Cabinet Meeting. Attended October 10 meeting for Tina and will continue to attend through the semester
 - Started with a Native American blessing which was a neat experience. The blessing was more of a song than words spoken and performed in native tongue.
 - Zoom updating platform November 5. Users will be required to update before joining a meeting. All TMCC computers will have the update pushed to them. Please remember to shut down computers so update will install. Non-TMCC devices will also need to be updated but users will need to do so on their own. Any trouble, reach out to IT.
 - President Hilgersom is exploring ways to present a one-time stipend to employees. This will be discussed further with agenda item 7.
 - As mentioned in the FS report, the search for Executive Director of Finance failed. President sought input from Cabinet whether or not to reinstate a VP of Finance and reopen the Budget Director position. The VP position would also be a legislative advocate for TMCC. Cabinet is also in support of bringing back VP of Finance but feels that finding the right person might be a challenge. The search for a VP will likely be a national search conducted by a firm.
 - Administration and Finance Structure Review Committee formed as restructuring of VPFA, Facilities, and Budget office. Classified was asked to have a representative on the committee and as VP I attended. One recommendation from this committee was that time was given for the new structures to settle, positions be back-filled, and then committee would reconvene after a year to re-evaluate the effectiveness of the restructuring. Now that a search for VP will begin, there will be no need for this committee any longer, and as such, removed as a duty of the Classified VP.
 - Regents Outstanding Classified Staff award-one nominated received and forwarded to NSHE HR director Sherry Olson. The selection committee will convene in December to review the submission from each NSHE institution. The winner will be announced at BOR's quarterly meeting in March.

- **Secretary's Report – Helen Scott**
 - None
 - **Treasurer's Report – Katt Warner**
 - \$1618.50 in Emergency Loans
 - \$1538.40 Employee Recognition
 - \$5287.92 Operating Budget
 - Purchased condolence flowers
 - **Hospitality Report – Jenny Taufa**
 - 5 birthday cards
 - 2 anniversary cards
 - **NSHE Representative Report – Janet Bicker**
4. **Change the Bylaws**
 5. **Grant in aid courses**
 - 2-Spring
 - 2-Fall
 - 1-each Summer term
 6. **HELP-committee members needed**
 - Turkey raffle
 - Silent Auction
 - Halloween decorating contest judges
 - Site volunteers needed to submit photos
 7. **Classified Retention Awards**
 8. **Old Business**
 9. **New Business**
 - Request to President to get access back to post to all mailboxes
 10. **Announcements**
 - If anyone has questions, comments, or concerns for any reason; or if you would like to serve, please reach out, classifiedcouncil@tmcc.edu

Next Meeting: November 17, 2022

Meeting Adjourned: 1:55 p.m.

