

MEETING MINUTES – MAY 18, 2023

Date: May 18, 2023

Time: 1 p.m.

Join Zoom Meeting:

<https://tmcc-edu.zoom.us/j/94491511915?pwd=dGZJV1F0TEJlZ3A4enQwSVVKKeGxYUT09>

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

1. **Roll Call:** Tina May, Sarah Gill, Helen Scott, Janet Bicker
2. **Approval of April 2023 minutes**
 - Jenny approved, Janet seconded
3. **Board Members Report**
 - **President's Report – Tina May**
 - o IAC meeting
 - Discussion was held regarding COLA not being funded at 80% and requesting that IAC members contact representatives regarding funding. The President attended a conference on how AI is going to impact colleges. A discussion was held on some implications of how AI can be utilized. Just in time training and how to market these programs to parents and the students were discussed. Need to communicate with families that Professional Technical jobs are just as financially beneficial. The students who attend the programs and successfully complete would be great to promote.
 - Natalie Brown-Assistant Vice Chancellor for Workforce Development and Community college. Sandy Grant front launched a website and thank you Sidney and Chelsea at TMCC Edison. Student Scope-involved with the community to present on their business. Yoga for the next five years. VPAA-Presentation different kinds of apprenticeships, registered and unregistered. Most apprenticeships are registered. Industry recognized apprenticeship program 1-5 year apprenticeships, progressive pay increases for skill gain, transferable occupational credential (Journey level). Non-union industry apprenticeships entry-level and upskilling. Trade union apprenticeship, technical sciences, graduation (542 students). How long, how much, and what is the salary? Internship-short format, GPA 2.5 or higher. 3 credit, 45 hours, most are paid.
 - Planning Council-President Hilgersom discussed COLA and letter was sent supporting full funding. ADA Committee-book orders for fall are at 94% submission, which assists ADA in helping students with access. The evacuation plan for employees has been pushed back for fall 2023. Student evacuation plan has already been planned and implemented. Online access policy, first read-the policy was read and a discussion was held regarding access to online courses. Issues regarding the policy and all the reasons why someone might access the course without Dean or Chair consent was discussed. The policy will be brought forward again with changes.
 - **Vice President's Report – Sarah Gill**
 - o Diane St Jacques (Executive Assistant, Liberal Arts Division) was selected as Employee of the month for April. She played a large role in the recent TMCC Artfest and nominations recognized her efforts there. Classified Council is currently seeking nominations for the month of May. The window to nominate closes on the 26th and the EOM committee will receive the nomination details to vote on thereafter.

o Sarah attended the Faculty Senate meeting on May 12. This was their final meeting for the academic year. It was also commencement day, so the meeting was spirited and moved quickly so that faculty and commencement volunteers could make it to Lawlor on time. President Hilgersom shared that commencement will be student focused. Speeches have been shortened and some pre-recorded. Vice President of Student Services Estella Gutierrez shared staffing updates related to her division. The Executive Director of advising position will not be filled, and the three units under that position will be overseen by the following: YeVonne Allen will oversee Advising, and Andy Hughes will oversee International Student Services/Financial Aid. A Safe Zone training will be held May 21 with another session planned for fall. There will be a lot of construction happening on campus over the summer. A brief update was provided regarding the summer energy savings pilot. The adjusted work schedule agreements have gone out. Supervisors should work with employees to finalize schedules and ensure department coverage. It was recommended a survey be conducted once the pilot ends to gauge its effectiveness, especially if the low staffing model carries forward. Academic and Administrative Faculty's equity study has wrapped up and TMCC and the consultants met on May 9. A model was recommended to raise salary minimum wage placement, which will make TMCC more competitive. Results from the study were shared on May 17 via Zoom. TMCC and NSHE are still largely advocating for COLAS to be funded at 80% rather than 64% that is normally funded. The Governor recommended this amount, however, the Legislature did not support it, so COLA funding may remain at 64%. The gap in funding is roughly 27 million for NSHE and about \$600,000 for TMCC. There is a special BOR meeting scheduled to discuss fiscal impacts and mitigation measures. If COLAs are not fully funded, as other state agencies are, then the College may have to leave current vacant positions unfilled or even consider raising student fees. Classified Council reported on Employee of the Month for April, Symposium planning efforts, and gave an update regarding the upcoming election. The Cabinet meeting scheduled for May 15 was cancelled. The Cabinet will next meet June 12, and the report will be provided at the next meeting in June.

- **Secretary's Report – Helen Scott**

- o none

- **Treasurer's Report – Katt Warner**

- o \$1689.50 in Emergency Loans
 - o \$1082.42 Employee Recognition
 - o \$6377.14 Operating Budget
 - \$340.26 Easter Egg Hunt
 - \$206.00 updated to EOM/EOY wall

- **Hospitality Report – Jenny Taufa**

- o 3 cards

- **NSHE Representative Report – Janet Bicker**

- o Next meeting is May 31, 2023

4. **Symposium Planning Update**

- Suggestions
- CPR training-hands only
- Karate by Anna Shield-EPIC
- PJ day

5. **Old Business**

6. **New Business**

- Swearing in 2023-2024 Board members
- HAS/HRA one-time contributions
- Watercoolers
- PJ day

7. 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: June 15, 2023

Meeting Adjourned: 1:30 PM

