
MEETING NOTES FOR JANUARY 11, 2021

Present

Estela Gutierrez, Andy Hughes, Natalie Brown, Robert Hernandez, Tina Ruff, Leslie Jia, YeVonne Allen, Megan Van, Kaylene Brady, Sidney Sullivan, Yuliana Chavez, Nicole Shimabuku, Amber Burroughs, Staci Miller, Amanda Stibick, Cameron Tuttle, Peter Miller and Maria "Sandra" Jimenez

1. Estela Updates

- a. COVID-19 Update: Estela reported that the college is in stage 2. She will work with the executive team on how to transition. SSD will adhere to TMCC levels and rotate on-campus personnel. Your safety and the safety of students is the primary concern. The Fitness Center will not be opened until the infection rate decreases. The application for rapid lab testing funding is in process. If approved, this testing will be available to staff and students. Stay tuned for an update as more information becomes available. A list of the SSD staff who want COVID vaccinations was sent to the President. Please remember to be patient as COVID plans continue to be fluid. Hopefully TMCC will receive notification in the next week regarding additional details. Employees will receive an email from TMCC regarding the vaccination process. Please remember that everyone is being affected by the stresses surrounding us. Let's continue to support each other and be kind. If you have questions, please communicate them with your respective director.
- b. Budget Updates: Estela reported that part one of the reductions is behind us and SSD had three buyouts to offset the layoffs identified on our first list in our division. There were only six layoffs campus wide. Two SSD positions were frozen and the remaining portion of the \$750,000 cuts were reduced in operating and programs. One half of the CARES dollars went to students and the remaining half was used to assist with budget shortfalls. The Budget Reduction Committee will meet this Wednesday to discuss future planning. One of the biggest upcoming challenges for supervisors will be re-organizing after the buyouts are in place to ensure that the services in those affected areas remain operational as they work with less operating money and fewer staff. There will be an additional challenge of ensuring coverage while scheduling furloughs, annual and comp leave.
- c. Additional: Estela advised that once the Red Mountain Chemistry Lab renovations begin, Counseling will be moving to the first floor and the TRIOSSS and VPSD offices will move into the old fitness center space. We will share the diagram of the remodel plan at the next meeting. The VPAA is retiring after the Spring semester. Until that position is filled, the deans will be in charge of their respective areas. YeVonne will be planning a forum to address how students are reacting to the climate outside of campus. Stay tuned for additional information.

2. Standing Items

- a. Cabinet: Andy reported that the following topics were discussed at the Cabinet meeting: Organizational Changes- Due to budget issues, several organizational changes have occurred. These changes will be reviewed after one year and if found to be working well, administration will work with Faculty Senate & shared governance process to make the changes permanent. If they are not working, will use same process to determine another plan. Due to high number of retirements and buy/outs, there have only been 6 layoffs: 2 professional, 2 classified, 2 academic positions. Vaccination Schedule - Tier 2 vaccines early as next week. Tier 2 Essential NSHE employees who conduct on-campus and in-person face-to-face work with students and/or the public will be eligible for the Tier 2 category. This category does not include NSHE employees who have been working remotely. Rather, this category is for those employees who are most at risk for exposure, including face-to-face contact, irrespective of whether they serve in an academic or administrative role. Do not expect Tier 2 to begin any sooner than Monday, January 11, and may occur later than that date. Northern Vaccine Plan - UNR has partnered with the

Washoe County Health District, which has established a P.O.D. at the Reno Livestock Events Center, and will have a designated "NSHE Priority Lane" access line for members of the NSHE community, which will serve UNR, TMCC, DRI (North), and NSHE SA/SCS (North). University Police Services Director Adam Garcia (Southern Command) and Todd Renwick's (Northern Command) team are working with the Vice Presidents and Deans of the respective Northern institutions and the Washoe County Health District to designate members of the NSHE community and their appropriate tier grouping. Once those individuals are identified, they will be contacted via email in Southern Nevada, and in Northern Nevada, utilizing the Workday/PeopleSoft System regarding when and where they may receive the vaccine. Strategic Master Plan Update - New Mission, Vision, Goals and Objective that closely align with NSHE are coming. Commencement Update - Vetted idea of a drive thru event. Most likely will be a multiple day event based on RSVPs from Class of 2020 and 2021. All expressed concerns about weather with an outdoor event. The Commencement Committee will discuss using Student Center and breaking up by division using all 5 days during the week of 5/17 to 5/21.

- b. Planning Council: Sidney reported in Joan's stead. The Planning Council discussed the following topics: COVID Update - Tier 1 vaccinations are finishing up. Tier 2 is starting – those teaching face-to-face, those who are frontline staff and administrators are included in Tier 2. Lists are being finalized and some may not be included as this moves forward as there is a concern about the number of doses available. Face-to-face interaction is the critical factor. TMCC will notify people on the Tier 2 list. Vaccines are not mandated at this time. Vision, Values, Goals and Objectives - New proposed vision statement: TMCC is a leader in innovative education meeting student and community needs. We need to formulate a more specific TMCC goal around meeting workforce needs. Needs to be NSHE for March Board meeting. CoReq Math 120/20 First Semester Retention - Approximately 600 students enrolled in Math 120 with support and 350 enrolled in Math 120 without support. Comparison over the past 3 years (looking at students starting in SKU and Math 95) show that in one semester, coreq model resulted in a drastic improvement in completion for those students needing support. Great news!
- c. Academic Affairs & Student Services: None
- d. Accreditation Committee: Sidney reported that the next meeting for this group is on January 21. They will be working on indicators and will hand off the year six draft to Cheryl for final edits. They will start on the year seven report.
- e. Enrollment Management Committee: Andy reported that Spring 2021: -14% in HC, -14% in FTE. Homecoming Fall 2021! Deans are planning for in person as much as possible...some web live as well, 25% math classes to in person. Allied Health and Tech Science will continue with F2F (with current capacity limits). Schedules open for Summer/Fall on March 15. Fall registration shopping carts open April 6. Registration for Fall 2020 semester begins for continuing students Monday, April 20 and for new students Thursday, April 23.

3. Unit Updates

- a. Retention and Support Programs: Sidney reported in Joan's stead.
 - o Intervention Inventory for Starfish is moving forward.
 - o ReEntry rebranded to Educational Partnership Programs. The webpages have been updated and it will also serve as a landing page for adults looking to return to training.
 - o Lizard's Lounge discussions have be very effective and are resuming again this week.
 - o Counseling staff will be moving into RDMT 115, to take best advantage of the new space and our remote services learning, we will be doing some rearranging of staff and moving towards and an advocacy and resource center model to provide easy access to multiple services at all campus locations.
 - o The Resource Committee now has funding for students with inadequate internet services. Please refer students to Counseling for assistance.

- DRC and the ADA Committee are working on a variety of ways for faculty and staff to help make content accessible.
 - The Career Champions ceremony is on January 22 at 1 p.m. Student nominated 30 faculty/staff from all areas of campus for this honor. Please attend if you are able.
 - Sidney also reminded the group that there are student worker positions still available.
- b. Admissions and Records: Andy reported that the Welcome Center is getting very busy with ACCUPLACER testing. They are also preparing for in person testing workshops and live testing. The VRC is down two staff members at this time. Admissions and Records staff worked diligently to identify fraudulent applications being submitted.
- c. Advising and Access Services: Yuli reported that RAC is still accepting applications for Summer Bridge 2021. The applicant pool is lower than in years past. There are 402 Nevada Promise students who met January 1 deadlines. They are working on updating students groups to determine how many are gift aid for Spring. They need mentors! Please become a mentor and encourage others to help. The Jacobs Scholars Program had 48 students participating for the Fall 2020 semester. Thirty of the students finished the semester with a 3.0 or higher and 18 students received a 4.0! There are 1169 students enrolled in Jump Start for Spring. They are on track to exceed our Spring 2020 enrollment numbers of 1235 students.
- International: Amanda reported that the Spring 2021 virtual international student orientation will be held on January 21. Recruitment is starting up for the spring semester and kicks off next week with an education fair in India and presentation for Indian education agents through US Commercial services. The team is in the process of finalizing new and continuing student plans for the spring semester. International coffee hour is being planned and more information will be released soon
 - Advising: Natalie reported that Academic Advising helped 582 students through drop-in appointments, quick answer advising, advisement slips, and orientation just last week. This doesn't include email or phone calls. There is a pop-up box to assist students with easy access to get on the drop in list. Advisors helped 379 students change grades to S or U for Fall 2020. They are also on virtual drop-ins for the month of January.
- d. Veterans Upward Bound: Robert reported that they are working on the annual performance report that is due in March. VUB is doing outreach in local businesses such as Cabela's and Lowes, displaying program brochures in their stores.
- e. Athletics, Health and Wellness: Tina reported that Athletics will play an abbreviated season in Spring. There will also be a sneak preview of the new mascot at the upcoming Kick Off Presentation. Marketing and Communications will have a formal reveal later in the semester. They will also be running a story reflecting on Coach Hawkin's first year at TMCC.
- The Fall 20 GPA for the student-athletes was 3.27 and the cumulative GPA was 3.4 They are currently working on completing the eligibility certifications.
 - Tina is working on completing the athletics reports.
 - PEX enrollments are down. They are looking forward to when they can re-open the Fitness Center.
 - She is working with Ben Davis to plan for rapid testing the Fitness Center.
 - They are also looking into how to dual recruitment for international student-athletes.
- f. Financial Aid: Leslie reported that on December 27 the Consolidated Appropriations Act was signed. Student grants total \$1.6 million which is the same amount as the CARES dollars to students. Leslie does not know yet if DACA or international students will be included. She will update the group via email once she receives additional information. The 23-24 FAFSA will be simplified.

- o The Financial Aid Coordinator position was posted and will close on February 5. This position is responsible for processing scholarships. Please send scholarship questions or communications to the scholarships@tmcc.edu email address for assistance.
 - o Student aid for the Spring semester was dispersed.
 - o The Nevada Promise funding questions will be discussed at the next Board of Regents Meeting.
- g. Equity, inclusion and Sustainability: YeVonne reported that EISO is partnering with Dr. Angie Taylor and Guardian Quest this semester for a 2-day workshop focused on inclusion. The first invites will go to this group. They are also bringing renown speaker Aric Johnson to motivate and inspire the MOC and SOC student groups. This virtual leadership development workshop will be open for all students to participate. The NSHE Northern Nevada Diversity Summit is set for April 2. The NSHE Men's Leadership Summit is set for April 24.
- o National Society of Leadership and Success (NSLS) invitations to eligible students for chapter's spring cohort will be going out in the next few weeks. A Diversity, Equity and Inclusion section has been added to the Leadership Training Day curriculum. They surpassed the national NSLS goal of 40% induction rate for the fall cohort, earning additional funding for the chapter.
 - o Student Organizations: The Virtual Club Fair is Thursday, February 18 from 4-6 p.m. Students will have the opportunity to meet officers representing our RSOs in a Zoom event. All RSOs will have their own designated rooms to meet with potential new members and there will be a drawing for prizes. Several outreach communications are being sent to RSO advisors and officers in the upcoming weeks. RSOs continue to register through our new online Recognition/Renewal form. Officers and advisors of RSOs that have completed their Recognition/Renewal forms are currently taking our updated Canvas Training Module.
 - o Events: There were eight SGA social media postings reached 817 people since last SSD Council Meeting. The SGA Welcome Week Drive Up/Walk Up Event is Monday-Thursday the first week of classes. They will give away 900 SGA & TMCC Branded Tote Bags filled with SGA and TMCC Athletics branded masks, hand sanitizer, school supplies, informational items. The totes will handed out to students at Welcome Week Drive Up/Walk Up Event on the Dandini campus and will also be available to be picked up at the other three campuses during the first week of class. Wizards Warehouse is collaborating with SGA on this event and distributing food and toiletries at our Dandini campus events. SGA Welcome Week Virtual Open House is Wednesday and Thursday of the first week of classes. This is an opportunity for students to visit with current SGA Officers and ask questions through Zoom. Welcome Week 2: SGA FREE Coffee or Hot Chocolate and Donut on Monday-Thursday the second week of classes February 2-4 at all Reno/Sparks DoughBoys stores, just show your TMCC ID. SGA Gaming Night will continue its weekly programming, starting the second week of classes. This weekly favorite features several Jackbox games that can be accessed online and participated in with the use of a cell phone or other similar device and will continue until finals week.
 - o SGA: Applications for the vacant senator position for the remainder of the 2020-2021 school year closed on January 8. They will be starting the elections process soon, accepting applications from January 25 through February 16 for President, Vice President, and Senator. SGA is also working on updating their governing documents to go into effect during the next school year.
 - o Electoral Engagement: The Spring 2021 Electoral Engagement plan finalized. First event is on February 1 - VIDEO - How to stay democratically engaged on campus. They are also submitting the final Voter Friendly Campus Report at the end of January.
- h. TRIO SSS: Sandra reported that they are five weeks into the beginning of the TRIOSSS program and have received 56 applications, completed approximately 13 applicant interviews last week and have three more scheduled for this week. They are also interviewing for peer mentors. They printed 2000 brochures and will

feature former TRIOSSS participant, Leslie Jia, on a Facebook highlight. They are planning additional TMCC staff highlights who are TRIOSSS alumni on January 14, 20, 27 and February 3.

No Further.