

# MEETING MINUTES – NOVEMBER 17, 2022

**Date:** November 17, 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, Jenny Taufa, Janet Bicker (Katt Warner absent)

2. **Approval of October minutes**

3. **Board Members Report**

- **President's Report – Tina May**

- BPLAT-Budget Planning Legislative Taskforce. The BPLAT has been meeting weekly working on a philosophical statement, while budget and planning have provided several breakdowns of budget reduction scenarios. Individuals serving on the committee have been encouraged to provide questions to the committee and request for additional information regarding what pots of money can be utilized. We are at this time working on the ground work. We should learn more about our budget around February or March. Right now, we are working on estimates based on previous years.
- Foundation Board meeting-the foundation approved new board members Jeff Frame & Ryan Costella. Mike Schulz, Director of Public Safety department presented on Fire Technology, Emergency management & Homeland security programs. The gift report & financials were discussed & voted on. Pennington Foundation was a large contributor to the college. The President discussed enrollment & the concern regarding the budget shortfall if NSHE budget is not restored. Gretchen Sawyer discussed their strategies regarding how they are handling inflation & its impact on Foundation donations.

- **Vice President's Report – Sarah Gill**

- EOM past: Ty Hagar (Visual & Performing Arts). Ty's celebration was another big turn out and it was great to see the support from his department, division, and other areas of the college he interacts with. If you attended the Karaoke event during kickoff, you already know that Ty played a large role in the events success! Kudos to you Ty!
- EOM current: Call for nominations are out and close November 25.
- Faculty Senate: The last faculty Senate meeting was held November 4. TMCC is seeking to fill the Vice President of Finance role, however, will rename the position to Vice President of Finance & Government Affairs (VPGF). Cizek associates has been selected as the firm to conduct the national search for this position. They released a survey this week. If you can, please take some time to complete it. The initial search committee has also been selected. The committee will meet in early December with the job being posted shortly thereafter.
- An update to the cyber security training is coming & will need to be completed. Please stay tuned to your email inbox for additional details to come from IT. It will also have a presence at each site during the first few weeks of each semester to help the students with any login & connectivity needs.
- The COVID crisis taskforce has been renamed Crisis taskforce. During their last meeting, it was discussed when to reinstate a mask mandate. Recall that BOR gave each NSHE institution the ability to make such a decision. They are working on a policy & it will be shared through the proper channels in the coming months.

- o Cabinet: The last cabinet meeting was held November 14. Due to a recent mandate related to student advising, colleges must have at least one advisor per 350 students. Which in turn means more expenses. That said, a \$10 per student fee is planned to begin for the fall 2023 term. This is a per student fee, not per credit & is estimated to generate about \$180,000 per year. Revenue generated from this fee will cover additional advisors, a student worker, financial literacy support & resources, & the achieve student software program. TMCC's fee will be rather low in comparison to UNR, UNLV, & WNC's fee of \$25 per student.
- o For those who deal with host-related activities, there may be some changes coming to the host policy & what can be considered a program expense. The Business office Committee for NSHE will be reviewing policies in the coming months.
- o Due to medical leave, HR will be down a staff member for a few weeks. Please be patient while the rest of the HR team fills the void.
- o President Hilgersom is still pressing forward for the one-time monetary award that will be distributed to qualifying full & part time employees. Planning Council is assisting with the various breakdowns for each award, which will vary inversely according to salaries. Classified staff is still being included in this award at this time. There are some grey areas in the NRS pay that is not earned. However, per Board of Regents Handbook Title 4, Chapter 6, Section 3 a college President at his or her discretion, may authorize the payment of one-time monetary awards to their classified staff in recognition of exceptional service. Such awards are in addition to, & separate from, any other type of monetary award authorized for classified staff under the Board of Regents handbook. Such awards shall not be paid with any State-appropriated funds. Dr. Hilgersom & TMCC's legal team plans to meet with Interim Chancellor Eriquiaga to ensure his support of the award and that it can be finalized. I also wrote a letter to AFSCME Local 4041 President to ensure he was aware & to gain his support for the award too. The hope was to have the award issued before the end of the year, but perhaps it may come in January. I will be sure to keep you updated as we learn more.
- o Giving Tuesday returns this year. Please consider donating to TMCC's Foundation the Tuesday after Thanksgiving, November 29. The goal is to raise \$15,000. Funds generated from this will go to the Student Emergency resource fund which provides financial assistance for students who will benefit from emergency funds to continue with their coursework.
- o Veterans resource center (VRC) held their Fill the Humvee event. The gifts collected with go to Toys for Tots foundation. Toys for Tots is a wonderful organization that collects gifts for children up to 18 years of age that would otherwise not receive a gift this Christmas. Eligible parents & guardians have the ability to go to the TFT warehouse to select gifts for their kids, wrap them, & stick them under the tree. If you missed out donating yesterday there is still time! New, unwrapped gifts can be dropped off to VRC through December 10.

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

- o None

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

- o \$1698.50 in Emergency Loans
- o \$1538.40 Employee Recognition
- o \$5287.92 Operating Budget

- **Hospitality Report – Jenny Taufa**

- o 2 cards

- **NSHE Representative Report – Janet Bicker**

- o None

#### 4. **Professional Development**

- Dates & times

#### 5. **Furlough reimbursements**

- Still being discussed, will provide any updates as they emerge

6. **HELP-Committee members needed for the following:**
  - Turkey raffle
  - Silent Auction
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](mailto:classifiedcouncil@tmcc.edu)

**Next Meeting:** December 15, 2022

**Meeting Adjourned:** 1:37 PM