

INSTITUTIONAL ADVISORY COUNCIL MEETING MINUTES

Friday, August 9, 2019

9:00 am to Noon

Truckee Meadows Community College

7000 Dandini Blvd, Reno, NV 89512

Red Mountain Building Room 256

1) Roll Call:

IAC Members: Council Members: Michonne Ascuaga, Marissa Brown, Mindy Lokshin, John Madole, Joseph Nannini, BJ North, Steve Reid, and John Thurman

Ex Officio: Ron Marston, Faculty Senate Representative; Julie Muhle, Nevada Faculty Alliance Representative; Sarah Jacobsen, Classified Council Representative; Valeria Saborio, Student Government Association, Vice-President

Administrators/Faculty/Staff: President Karin Hilgersom; Dr. Marie Murgolo, Vice President, Academic Affairs; Elena Bubnova, Associate Vice President of Institutional Research, Marketing and Communications; John Albrecht, Legal Counsel; Gretchen Sawyer, Executive Director of Foundation and Institutional Advancement; Lisa Farmer, Executive Assistant, Office of the President - Recording Secretary. Guest: Regent Carl Del Carlo, NSHE, Nate Mackinnon, Vice Chancellor of Community Colleges, and Caleb Cage, Assistant Vice Chancellor, Workforce Development.

Absent:

Council Members: Vice Chair Nancy McCormick, Debra Biersdorff-Excused, Dr. Sesh Commuri-Excused, Collie Hutter-Excused

2) Public Comment

President Hilgersom called for public comment, there was none. Public comment was closed.

3) Approval of Minutes – November 9, 2018

A motion to approve the minutes of November 9, 2018 was made by Council Member Maclin, seconded by Council Member Madole. The motion was APPROVED by a vote of 8-0-4. Absent: Biersdorff, Commuri, Hutter, McCormick.

4) Approval of Minutes – May 10, 2019

Due to an error the minutes for May 10, 2019 will be moved to the next meeting for approval.

5) Election of Chair

Council Member Nannini nominated BJ North as the next IAC Chair. Council Member Ascuaga seconded the motion. The motion was APPROVED by a vote of 8-0-4. Absent: Biersdorff, Commuri, Hutter, McCormick.

6) **President's Update**

President Hilgersom reported she was already interacting with new leadership at the Washoe County School District (WCSD). She assured the Council that the recent change in Superintendents was not stopping the collaborative work between TMCC and WCSD. Dr. Hilgersom happy relayed that enrollment was up. TMCC was looking at a 5% increase in headcount, a 1% increase from the last snapshot year. She was grateful to college leaders for continuing to find pockets of enrollment, something that is necessary in times of good economic conditions.

The co-requisite policy discussed at the last IAC meeting was approved by the Board of Regents. TMCC is excited to implement what will be a very significant change. There was one change in the policy previously shared with the Council.

This new section allowed the colleges propose and present pilot projects to help a large group of learners for approval. TMCC was already working on development two pilots for Math 120 and Math 126.

August 15th will mark the official opening of the TMCC Soccer Field. Both **the Men's and Women's** teams have begun practicing and a game schedule had been finalized. The Sport and Fitness Center will open in December and is on budget.

Council Member Brown arrived at 9:18am.

The EATS project has been renamed to EASTView. President Hilgersom hoped to have design documents ready to be viewed at the next IAC meeting. The three primary functions of the building will be the culinary institute and hospitality programs, a new theatre, and the ActionLink, a maker space that in conjunction with corporate partners would create a large flex space that will be used for robotics, mobile app development and coding, other computer and technology programs. The spaces are designed for brainstorming and development, essentially a creative maker space.

7) Updates

7a. Vice Chancellor of Community Colleges Update

Vice Chancellor Mackinnon introduced Assistant Vice Chancellor, Workforce Development, Caleb Cage, Regent Carol Del Carlo, the newly elected Chair of the Community College Committee (CCC). There had been some changes to the IAC reporting at Board of Regents meetings and the CCC meetings. Vice Chancellor Mackinnon reminded the IAC that they are a committee of the Board of Regents.

Vice Chancellor Mackinnon provided updates on the Nevada Promise program. The Legislature passed a new bill, which made changes to the program structure allowing the Board of Regents the ability to better regulate the scholarship program. Additional changes allow the Chancellor to control details such as deadlines. The number of required community service hours was reduced as well. The timing of the CCC meetings had changed and would now coincide with Special Board of Regents meetings. The next meeting was scheduled for Friday, September 6 at Western Nevada College at 8am. The agenda would include time to discuss the impact of the funding formula on community colleges, an update on the MGM program. Vice Chancellor Mackinnon said the next year NSHE would be looking at the language in the NSHE Procedures and Guidelines Manual that established the IACs and their charge. He would be asking each IAC to review the language and suggest revisions that would help the IAC in the mission to help TMCC. It was suggested this review be a future agenda item, feedback should be sent to Vice Chancellor Mackinnon via the IAC Chair by the end of the year.

Council Member Ascuaga asked what percentage of first year students were in the Nevada Promise program. She was also interested in the difference in participants from last year to this year as well as the overall impact on TMCC. Associate Vice President Elena Bubnova said TMCC currently had 470 Nevada Promise scholars, the current participation was a 24% increase from last year.

7b. Faculty Senate

Faculty Senator Ron Marston filling in for Chair Anne Flesher, gave a summary of activities over the last year. The Faculty Senate had established new committee for admin faculty; updated and approved standards for online education; developed a policy that allowed part time faculty grant in aid; revised the salary and budget for the summer pay policy and made positive revisions to the annual evaluation process. During the legislative session, Department Chairs provided comment related to salary compression and needed evaluation of faculty salaries. The Joint Executive Board continued work on a document defining shared governance at TMCC as well. The Faculty Senate will work with college leadership to create budget priorities and work on implementation of the co-requisition changes for the upcoming academic year.

7c. Classified Council

Sarah Jacobsen, Classified Council representative, reported on a successful symposium for the classified staff. The **Council's** goals for the next year included: working on ways to bring the college community together and to increase attendance and overall participation from classified employees.

7d. Student Government Association

Ms. Valeria Saborio, SGA Vice President, **outlined the SGA's** goals for the year including: improved communication and student life; maximizing event involvement and participation; increased social media presence; encouraging academic participation in student life; investigating how to increase the number of bachelor degrees offered by TMCC; expanded knowledge of the **existing bachelor's degree** programs, and increased sustainability efforts. President Hilgersom added she was excited to work with the incoming SGA officers, Ms. Saborio in an international student from Costa Rica, who come to TMCC via a fully funded program offered by CRUSAS.

8) Presentation/Discussion: What is the Role of the TMCC IAC? Where are we? How do we Move TMCC Forward?

President Hilgersom gave a presentation (Attachment A) that outlined the history of the development of the IAC. At the **close of the President's presentation she said there were very few action items at the Community College Committee (CCC)** meetings. She would like to see that change and believed Chair Del Carlo would bring more involvement by the colleges to the committee. Dr. Hilgersom said the IACs are a well thought out idea, they just needed to be brought to maturity.

Council Member Ascuaga asked if the membership representation was still relevant? Does the IAC need someone representing coding and/or robotics business community? President Hilgersom was happy to consider individuals from that sector for the next IAC appointment.

Discussion followed regarding review of the IAC charge and language previously mentioned by Vice Chair Mackinnon. Chair North asked that a work session be on the next agenda. She added that the IAC needs to be mirror of community that TMCC serves. Membership must include the driving forces in the community that were not there five years ago. This Council can have a big voice in the community, **it's a wonderful** opportunity to drive out the mission of the college.

9) Discussion: Community Issues, Needs and Collective Vision for TMCC

Chair North opened the discussion to the Council to collect their thoughts and ideas related to the vision of the IAC for TMCC.

Council Member Thurman said he continually runs across the need for virtual learning (distance learning). There are rural communities that are underserved, programs in that arena would assist in meeting the increasing workforce need. TMCC should be aware of the most recent Artificial Intelligence (AI) and how it is impacting the workforce. Another item of interest was shared resources amongst the three community colleges in Northern Nevada, there was interest in the value and ability of shared and/or pooled resources.

Discussion followed about TMCC's WebCollege in which approximately 4,500 students were enrolled in at least one section of online education. The College offers 11 degrees completely online. There were a variety of methods used for online education, with the most popular being a hybrid in which the course is taught with both online and in person instruction.

President **Hilgersom suggested future presentations to discuss existing programs in AI and information about TMCC's WebCollege** at future meetings. Discussion continued about the delivery of online courses and corresponding materials and ways the College provides credit for courses/skills that students may have acquired outside of a standard higher education institution.

President Hilgersom briefing outlined the Quality Matters program used by TMCC as a metric to ensure online courses were meeting the expectations and standards of the institution and the students. The goal was to eventually have all online

courses be assessed using the Quality Matters program. TMCC has a handful of faculty that are qualified evaluators who are in the process of doing that. President Hilgersom added that conversations have started and are ongoing about shared services to create efficiencies for the three northern colleges without affecting effectiveness.

Faculty Member Julie Muhle said she engages with over 90 dental offices as a part of her program. In order to address the needs of those employers, a bootcamp for dental assistants was created to better help meet the need for a trained workforce.

Chair North asked if the IAC should be looking at this differently. The community is changing rapidly, she asked if where the IAC is now is where we do our best work and be the best resource to assist NSHE? Is this the right framework for the college?

Council Member Ascuaga **said this topic had been discussed by the IAC before, but didn't seem to gain any traction.** In the past community colleges have followed the form of a four-year institution, with limited programming in the summer. The courses that are available do not receive state funding. The State should be paying for year-round instruction. Businesses operate year-round, not on a school calendar. President Hilgersom said that the Board of Regents offered to advocate for funding for summer courses during the last legislative session, **the initiative didn't get legs** and no action was taken.

Vice Chancellor Mackinnon said summer funding was a perfect example as NSHE looks at the next legislative session. The College could use help from the IAC on to relay the message from business, industry, and the community. However, it is a moral hazard, if the College offers additional courses in the summer, they may lose state funding for enrollments in the Fall. Discussion followed regarding identifying areas of need within the region and ways to best train potential employees that is beneficial both to the business community and the College.

Council Member Madole asked why the employers **couldn't** be sponsors for the courses as they are the ones that have specific needs. He thought this might be a missed opportunity. President Hilgersom said the College does get support from businesses and industries, and foundations that cover tuition and fees for families and students. But that **doesn't offset the** need for equipment, operations, etc. Council Member Madole said if TMCC was looking at a few thousand dollars, and the skills are needed, seems there should be a way to make it happen. He thought there might be more of a willingness from some companies, to participate if they saw the direct advantages and what TMCC was offering. Chair North suggested maybe a conversation or potential partnership with EDawn and the Chamber to collect data on the topic. The College should be asking what would be positively impactful to your business if we were able to fund it? Will you support it? Is there a need? The data would be a useful tool to show the need and outcomes. Council Member Reid said he would be willing to discuss this idea and the idea of supporting summer funding with the Logistics Council to see what the interest is and bring back to the **College what's important to industry leaders.**

Council Member Lokshin said another area that should be looked at is articulation between the college and university, **it's** important to recognize that many students will be moving on to the university and that process should be seamless.

Chair North thanked everyone for the conversation, saying all the Council Members have a great outreach. The IAC needs to act as advocates within their respective areas of contact.

10) New Business

- 1) Review IAC Charge
- 2) Vision for IAC – What is the role of the IAC?
- 3) Update on EAST View
- 4) Collaborative Process to Address Next Legislative Session – Funding Summer Session

- 5) Concerns Surrounding Impacts of Funding Formula on Community Colleges (Regent Del Carlo)
- 6) Future IAC Meeting Schedule
- 7) Open Meeting Law Refresher
- 11) Take-Aways

Council Member Lokshin said this was a good first meeting with lots of relevant discussion.

Assistant Vice Chancellor Cage said it was his first meeting as well, he appreciated seeing the structure and history of the IACs.

Council Member Ascuaga said she would like to continue bringing up things on a repeated basis until they are resolved like summer funding and articulation. She hoped to see more action items on the agenda. She also suggested the President look to the Members as resources that can be called on for assistance. Council Members should know the expectations of their involvement and the President should be more direct in terms of what is needed and what she wants from the Council Members.

Council Member Reid said it was his first meeting as well. He appreciated the idea of action and meaningful work.

Vice Chancellor Mackinnon thanked the Council for a good meeting, they were making great progress.

Julie Muhle said students were excited that TMCC was offering a new Dental Hygiene **Bachelor's** degree. She agreed that the Council should have a shared purpose to best relay the message about what the College can do.

John Albrecht, Legal Counsel, invited the Council Members to participate in an event sponsored by his Rotary group. In partnership with WCSD, TMCC provides notebooks and pencils to targeted low income schools are targeted to share a **"Go to College"** message.

President Hilgersom said she would like to explore the idea of how the IAC can help raise money for specific programs. Dr. Hilgersom thanked Council Member Ascuaga **for permission to ask directly about what's** needed to help the College. She also thanked Regent Del Carlo for feedback about data driven information, summer funding, and the funding formula.

Dr. Dana Ryan, Special Assistant to the President, commented that the community college is workforce engine for the community. The IAC is link to the community and their specific needs. The College needs the IAC to help them succinctly and effectively address those community needs in a timely manner.

Council Member Nannini **said he'd like to look deeper at the** Nevada Promise program and see how the prescribed touch points affect degree completion.

Council Member Thurman said during the discussion, he heard a common theme, where is the area of need?

Council Member Madole said there may be some missed opportunities regarding specific winter/summer programming.

Professor Ron Marston said it was a busy time of year. Faculty were hammering down final schedules, finding instructors, etc. He said he honestly was reluctant to fill in for the Faculty Senate Chair but was glad he did. He used to sit on this Council and was happy to see the discussion be about effectiveness.

Sarah Jacobsen commented that it was nice to see all the collaboration happening within the Council and among the community colleges.

Valeria Saborio, Vice President, SGA, said it was interesting to see **what's behind all the** innerworkings of the College. She thanked the Council for the opportunity to learn and listen from the professionals.

Council Member Brown asked about shared resources as there was significant healthcare needs in the rural communities. In the healthcare industry, they are seeing constant shortages. She asked how to best bring forward information on the need in those areas. President Hilgersom suggested meeting with the Vice President of Academic Affairs for a pre-liminary conversation and go from there.

Associate Vice President Elena Bubnova echoed her colleagues, in that she appreciated the IACs input, support, and wisdom.

Vice President Murgolo said she is impressed daily to see faculty, staff and students with passion about TMCC. She was encouraged to see business professionals with the same passion and enthusiasm.

Chair North said she was honored to be the new Chair and thanked everyone for their support. She was excited about the future and the ability to make an impact.

12) Public Comment

Chair North opened the floor to public comment. There was none.

12) Adjourn

The meeting adjourned at 11:23am.