
INSTITUTIONAL ADVISORY COUNCIL MINUTES

Friday, February 5, 2021

10:00 am to Noon

Truckee Meadows Community College

via Zoom

1. Roll Call:

Chair BJ North, Vice-Chair Nancy McCormick; **Council Members:** Debra Biersdorff, Marissa Brown, Robert Chisel, Dr. Sesh Commuri, Kris McLean, Joseph Nannini, Steve Reid, and John Thurman

Guests: Vice Chancellor of Community Colleges Nate Mackinnon, Assistant Vice Chancellor Craig von Collenberg, Regent Cathy McAdoo

Ex Officio: Virginia Irintcheva, Faculty Senate Chair-Elect; Amy Cavanaugh, Nevada Faculty Alliance Representative; Chynna Slocum, Classified Council Vice-President; Alyssa Fromelius, Student Government Association President.

Administrators/Faculty/Staff: President Karin Hilgersom; Dr. Marie Murgolo, Vice President, Academic Affairs; Elena Bubnova, Associate Vice President of Institutional Research, Marketing and Web Services; John Albrecht, Legal Counsel; Gretchen Sawyer, Executive Director of Foundation and Institutional Advancement; Dr. Dana Ryan, Special Assistant to the President; Lisa Farmer, Executive Assistant, Office of the President - Recording Secretary; Barbara Walden, Dean, Applied Technologies; Dr. Julie Ellsworth, Dean, Life Sciences, Allied Health, and Public Safety; Anne Flesher, Dean of Math and Physical Science; Sidney Sullivan, Manager, Career Hub; and Administrative Assistant Valerie Kelley.

Absent: Council Member Mindy Lokshin – excused

2. Public Comment

Chair North called for public comment, there was none. Public comment was closed.

3. Open Meeting Law Training/Presentation

TMCC General Counsel John Albrecht provided training on the Nevada Open Meeting Law. Chair North asked for questions, there were none. Council Members were requested to send any questions to Lisa Farmer.

4. Approval of Minutes

a) November 6, 2020

Vice Chancellor McCormick made a motion to approve the minutes as presented. Council Member Brown seconded the motion. The motion was **APPROVED** by a vote of 10-0-1, Council Member Lokshin absent.

5. President's Update

a) COVID-19

President Hilgersom shared that the COVID-19 Crisis Management Team continues to meet weekly. Infection rates are declining and to date, no infections were spread due to exposure at TMCC sites. The Team continues to look at planning for a transition semester in the Fall. Dr. Hilgersom expressed her gratitude for faculty and staff and IAC Council Members during these difficult times.

b) Budget Reductions

Dr. Hilgersom reported that due to the pandemic and loss of state revenue, TMCC has had to reduce their overall state budgets by 12% or approximately \$2.4M for each year of the biennium. TMCC was seeing losses in enrollment as well, which were affecting overall revenues. President Hilgersom had convened a Budget Reduction Task Force to work with administration to create a detailed plan to address the budget reductions. The college received approximately \$6.2M in CARES funding to help offset COVID-19 related expenses. Half of the funding goes directly to assist students with additional services and direct payments, approximately \$1.67M had been disseminated to date. Employees were offered voluntary buy-out opportunities as well as voluntary reductions in work schedules to help offset the budget reductions. Unfortunately, notices of non-renewal were issued to 5.5 FTE positions. Administration was also realigned to streamline administrative operations. Dr. Hilgersom introduced Elise Bunkowski, the Interim Executive Director of Finance, and Dr. Ayodele Akinola, Interim Executive Director of Facilities and Capital Planning, both report directly to the President. This management structure would be evaluated over the next year for effectiveness and a decision will be made as to whether or it should be modified.

c) Legislative Initiatives & Requests

President Hilgersom was concerned there would be a call to cut more state funding and would need the help of the IAC to protect the 12% threshold. A discussion was held regarding numerous legislative efforts that would affect NSHE and/or the community colleges including legislation related to removing the community colleges from the current system into another independent organizational structure.

d) Grants

Dr. Hilgersom reported that TMCC received a \$250,000 grant from Windsong to help with initiatives around K-12 and workforce training.

e) Capacity Enhancement Advocacy

President Hilgersom explained what capacity enhancement dollars are and what role they play in helping to fund programs tied to student success. TMCC was scheduled to receive \$5M over the next biennium in addition to state monies provided by the funding formula. It was crucial to keep these dollars in the TMCC budget.

f) Partnerships with the University of Nevada, Reno

Dr. Hilgersom relayed that TMCC continues to foster partnerships with the university and is developing a list of existing agreements and will be looking to expand opportunities for students. Chair North asked that the list of partnerships be added to the next meeting so the IAC could provide input on what needs to exist to fill needs and discuss ways to further those initiatives.

Chair North welcomed the new TMCC administrative leaders and encouraged them to utilize the IAC as a resource as they settle in their new positions. Discussion followed about the NSHE Budget Task Force (now known as the NSHE Fiscal Sustainability Committee), Chair North is on the Task Force and will share information as it becomes available.

6. Updates

a) Vice Chancellor of Community Colleges Updates

Vice Chancellor Nate Mackinnon reported that Vice Chancellor von Collenberg was doing great work to address workforce needs including initiatives around reskilling and upskilling to new career pathways. NSHE was looking at dual enrollment statewide. Work was progressing on apprenticeships to include a new medical assistant program. Vice Chancellor Mackinnon provided an update on reductions to the Nevada Promise budget and upcoming projections in the Governor's budget for the next biennium. There is still a need for more mentors for the Nevada Promise program.

b) Faculty Senate Update

Faculty Senate Chair-Elect Virginia Irintcheva reviewed the submitted report provided by the Faculty Senate.

c) Classified Council Update

Classified Council Vice President Chynna Slocum did not provide a report but was available to answer any questions.

d) Student Government Association Update

Student Government Association (SGA) President Alyssa Fromelius provided highlights from the report submitted to the IAC.

7. Presentation: TMCC Updated Strategic Master Plan (SMP)

a) Discussion and Possible Action to Approve the Draft Strategic Master Plan Update as Presented

President Hilgersom reviewed the process that was followed to update the SMP. Vice-Chair McCormick moved to approve the draft Strategic Master Plan as presented. Council Member Thurman seconded the motion. The motion was **APPROVED** by a vote of 10-0-1, Council Member Lokshin absent.

8. Updates on TMCC Programs Including, but not Limited to:

a) Computer Science Program

b) Bachelor of Science, Nursing (BSN) & Associate Degree Nursing Programs

c) Adult Basic Education (ABE) Student Certified Nursing Assistant (CNA) Opportunity

d) ABE Pre-Apprenticeship Programs

President Hilgersom introduced Dr. Marie Murgolo, Vice President of Academic Affairs, this was her last IAC meeting as she was retiring. Dr. Marie Murgolo reviewed the report submitted to the IAC with updates on several programs, the Academic Deans were available to answer any questions. Vice Chair McCormick stated that EDAWN has been extremely engaged in the software development boot camp. She thanked Dr. Dana Ryan and all those that contributed to get the program started. EDAWN is very interested in this program and sees the need for high-wage paying jobs in many different sectors as technology expands in numerous types of businesses.

Vice Chair McCormick shared that EDAWN absolutely supports the pre-apprenticeship programs. She would like the IAC Members to look to the businesses they were representing to look at introducing apprenticeships into their companies to offer students a chance to get real-life experience while learning and earning college credit.

Council Member Brown thanked NevadaWorks and the Governor's Office of Workforce Innovation (OWINN) for their help on a program to help place students and provide training and education to those in rural areas with an H1B Visa funded by the Department of Labor.

Council Member Chisel asked if COVID had an impact on the Nursing program. Dean Julie Ellsworth replied that they had been able to maintain cohort sizes, with in-person, low density by holding classes in large rooms like the TMCC gymnasium. There were increased expenses as there was a need to expand practicals in smaller groups with industry partners. Council Member Chisel extended an offer to use the Reno-Sparks Convention and Visitor Authority (RSCVA) if needed.

9. IAC Council Member Take-Aways

Council Member Nannini was excited to hear about high school students earning college credit through dual enrollment opportunities.

Council Member Reid was impressed with the new mission statement and work done on the Strategic Master Plan (SMP). The drop in enrollment was concerning, knowing the situation with COVID, it was concerning as the economic decline is different from typical recession and related enrollment behaviors. He asked what is being done to help the budget situation, and subsequently, how can the IAC help? President Hilgersom said through our COVID surveys, we learned that students are stressed and some have suffered under or unemployment. TMCC is trying to find ways to locate and connect with displaced students and has partnered with Nevadaworks, and the Department of Employment, Training, and Rehabilitation (DETR), and an ad agency to target these students and other dislocated workers. Having the federal CARES monies was very helpful and definitely made a difference to TMCC students.

Council Member Biersdorff appreciated the partnerships with UNR and the less is more nature of the SMP. She commended the college for continuing excellent work during the pandemic. It was impressive that the SMP was completed during these difficult times. The Washoe County School District (WCSD) is working on updating its plan as well.

Council Member Brown appreciated the information on the budget. Also, she was saddened by the budget reductions, she appreciated the efforts to protect the classroom and wrap-around student support services. She was concerned about the community colleges being heard at the Legislature. Council Member Brown asked what TMCC's plan was for communication and getting attention from legislators. President Hilgersom said the college has a couple of different strategies, including utilizing all of the college's social media platforms. Associate Vice President Elena Bubnova, TMCC's Government Affairs Liaison, said it was more difficult with everything virtual. There is an NSHE Government Affairs group that meets twice a week to prioritize and strategize. TMCC has been meeting with legislators virtually.

Vice Chair McCormick said as the pandemic continues, it was a good time to really look at operations, effectiveness, and efficiencies. She was appreciative that TMCC was looking at what things be updated, upgraded, and implemented to transform the college in a positive way. The SMP reflects that amazing work and is a great model. It was the best use of time to focus on recovery, not the difficulties tied to the pandemic.

Regent Cathy McAdoo thanked the IAC for their work and support of TMCC and NSHE. She held a special place for community colleges, as she was a graduate of Great Basin College (GBC), it was an important marker in her life for moving her forward in her lifelong educational journey and in her own career choices. Regent McAdoo admitted she's not a politician, just someone who simply wants to serve students, our communities, and the State of Nevada and she was honored to serve TMCC and all the NSHE institutions. Regent McAdoo was happy to hear about the new SMP and the care for students, faculty, and staff at TMCC.

10. New Business (Future Agenda Items)

Vice Chair McCormick asked for an update from Assistant Vice Chancellor Craig von Collenberg on the workforce work being done by NSHE. Please send any additional items to Lisa Farmer.

11. Public Comment

President Hilgersom introduced Dr. Marie Murgolo, this is her last IAC meeting as she's retiring.

12. Adjourn

The meeting adjourned at 11:50 a.m.

Next Meeting – Friday, May 7, 2021