

MEETING MINUTES - NOVEMBER 10, 2022

Roll Call

BJ North, Nancy McCormick, Steve Reid, Robert Chisel, Eric Brown, Edward Estipona, Marissa Brown, Joseph Greco, Craig Madole, Mindy Lokshin, Seng-Dao Keo

Quorum was established

Public Comment

There were none.

Approval of Minutes

Motion made by Marissa Brown, second Edward Estipona. All present IAC members voted in favor of approval of the September 2022 IAC meeting minutes.

Review and Approval of Bylaws

Gretchen Sawyer was charged with helping to craft the bylaws for the Institutional Advisory Council. A committee was convened, including Mindy Lokshin, Marissa Brown, Nancy McCormick, BJ North and Dr. Karin Hilgersom. A packet of the draft bylaws was given to all members. The draft included a mission statement and scope of responsibility.

Mission

“To strengthen and enhance the success of TMCC workforce programs by engaging the business and labor communities. The Institutional Advisory Council (IAC) provides advice and guidance on program requirements necessary to prepare students for the workforce or for continuing education.”

Scope of Responsibility

The Council is empowered to provide advice, assist with community relations, assist in institutional development, and provide other assistance as requested by the TMCC President to enhance the institution, including supporting institutional initiatives, institutional advocacy, promoting college programs, and strategically supporting the implementation of institutional goals and objectives. In addition, members are encouraged to make introductions and/or connections with industry to benefit the College. The Council will consult, advise and take action to vote in new members and approve minutes. All action must be approved by a majority vote of a quorum of the Council, as described below.

All present IAC members approved of the mission statement and scope of responsibility. The rest of the bylaws were summarized and reviewed by Gretchen and the group.

A question was raised by Craig Madole regarding ex officio members. He requested a better definition of what an ex officio member is and who is ex officio. Additionally, he requested clarity on how many meetings an IAC member can miss. It was determined by the group that they need to attend 75% of the meetings each year, unless otherwise excused.

Sesh Commuri requested that in addition to the Mission statement we also include a Vision statement. It was decided that this will be created by a committee, once the bylaws are approved by the Board.

Gretchen will make all changes requested and send to the members for approval before the December 31st deadline.

President's Update

Dr. Karin Hilgersom spoke on her thankfulness of moving out of the pandemic. She is glad to be meeting together as a group again.

She spoke about Accreditation, that happened in October at TMCC. The college received two commendations and one recommendation.

First Commendation: the evaluation team commended TMCC for its strong connection to the community as evidenced by active advisory committees for technical programs, strong ties to industry as was apparent by state-of-the-art equipment and capital resources at campus centers, and its utilization of an institutional advisory council as part of the overarching planning process. Dr. Hilgersom expressed her gratitude to this group, especially BJ North who attended and spoke at the Accreditation breakfast.

Second Commendation: the evaluation team commended TMCC for their process of streamlining their KPI's or key performance indicators to support their strategic master plan and the development of a comprehensive set of forward-facing data dashboards that are easily accessible and utilized in planning and resource allocations.

One recommendation: we need to develop a transparent and integrated system of summative learning outcomes and assessment at the program and institutional level that leads to demonstrated learning improvement across all programs. We were told that we do a great job at the course level, so we've got all the pieces, but we need to somehow integrate that at the program and institutional level. Dr. Jeffery Alexander, VPAA will be working with his team on this recommendation.

Enrollment at TMCC was discussed, we are up 1% for full-time equivalents at the time of this meeting. That is several hundred more students who decided to come to TMCC. We credited much of this to our partnerships with Tesla and Panasonic. A more in-depth report regarding enrollment will be presented at the next IAC meeting.

Chair BJ North requested an update on our accreditation recommendation throughout future IAC meetings.

Constituency Updates

Renee Davis – Interim Vice Chancellor for Academic & Student Affairs and Community Colleges

Renee thanked the group for their work on establishing the bylaws.

She suggested that if the members have time, they should tune into the Board of Regents meeting on December 2nd where there will be a presentation on community colleges responsiveness to workforce needs and apprenticeships.

Joseph Greco had one comment for the group regarding apprenticeships. He said that there is a mandate, at least in the energy sector, to capture the investment tax credits that are mandated depending on the year of development of the energy facilities. More simply, for every X man hours you have with the construction of your project, you need to have a certain amount of apprenticeship hours involved. Dr. Hilgersom and Joseph will have lunch to discuss this further.

Dr. Amy Cavanaugh – Faculty Senate President

Faculty Senate recently passed a bylaw change that allows part-time and full-time faculty to serve as senators for the same amount of time.

They will be establishing a new committee to address all the requested bylaw changes they have received as well as manage the changes to the contract assuming it is ratified and approved by the Board.

There have been some curriculum changes. There are several new theater and welding classes as well as programs in various tech sciences programs, theater tech, and wildlife biology.

Additionally, the faculty senate passed a motion directed to the state legislature regarding COLAs and inflation. They will be requesting a 9% COLA.

Dr. Karin Hilgersom let the group know that we are creating a one-page legislative flyer that everyone can use to talk to their representatives. The group provided possible ways to talk about education and the upcoming legislative session. Overall, the group needs to be sending the message that strong education pathways are vital for the sustainability of our community.

Dr. Keo wanted to expressed that we make sure that when we are having these conversations we are talking about K-12 as well and that we aligning the goals for all education. The group wholeheartedly agreed.

Nancy McCormick was asked, in your role in economic development and workforce and retention, what is constant, where do you spend 80% of your time? Nancy referenced an article that is attached to these meeting minutes. She answered “we are focusing more of our activities than ever before on the development of education programs, on the removal of roadblocks, and on the expansion of programs that align with the communities emerging needs”. EDawn is focusing on the importance of early childhood education and taking part in conversations about that. They are addressing the demand from the community to have robotics included in every school in the Washoe School district by the end of 2023. They also just started working with a non-profit in the area that is providing job services to homeless people in the region.

Sesh Commuri addressed the issue with workforce and that if we are not training them properly big companies will go elsewhere to find suitable candidates for their open positions. He addressed the need to not only talk about funding for these programs but also the outcomes that the community will see with successful completion.

Dr. Keo echoed this concern and said that it is important that the state invest in collecting outcomes for our programs. She said it is not enough to just say something is working, there needs to be rigorous research done to understand what works and what does not. She believes this is an area where K-12 and TMCC can partner together. She feels confident that we will be able to meet the needs of our students and community regarding workforce development when groups of individuals like the IAC are meeting and discussing these important ideas.

Tina May – Classified Council President

Classified council will be holding their silent auction and turkey/ham raffle that's in coordination with the annual holiday party that we have in December at TMCC. The silent auction will be holding a basket contest with the winner having bragging rights and a pizza party. They are taking basket and turkey/ham donations through December 1st. It's \$1 per ticket and six tickets are \$5. This is the biggest fundraiser of the year for Classified Council.

John Fenton – Student Government Association President

Passed the floor to Becca Franssen, for introductions. She is the new Coordinator of Student Engagement and Leadership.

John presented, in conjunction with the other SGA members and the Chancellor's office, a proposal was put forth to increase funding in the way we do credit hours with budget restoration and enrollment recovery in this hold harmless year. They also proposed a fee increase to provide better student services for academic advising. That will go through Board approval in December.

Sesh Commuri asked about Veteran Programs on the TMCC Campus. There are two robust **veterans' program**. We have the Veterans Resource Center and Veterans Upward Bound. The programs are serving about 400 veterans currently.

Presentations

Dr. Julie Baker presented on Nursing at TMCC. Highlights are provided, but the full presentation is attached below for additional details.

- TMCC has both an Associate's Degree in nursing and our relatively new RN to BSN program.
- Nursing is located at the William J. Pennington Health Science Center down off the Mount Rose Highway.
- In addition to nursing, this location also hosts our radiological technology programs, our certificates and MRI and CT, as well as our public safety programs, which is EMT, Paramedic, Pre-hospital Associate's Degree, our Fire Academy, our Fire Technology degrees, Wildland Fire, and Emergency Management and Homeland Security Bachelor's Degree.
- We have succeeded in maintaining over 90% pass rates. We are putting out a good product when the students are completing their RN program with us.
- The goal is to expand our nursing enrollment but with vacancies in staff that is difficult at this time.
- Right now, we are operating at ½ staff.
- This is consistent in hospitals and other schools in the region right now.
- We recently adjusted our base salary from \$46,000 to \$60,000. However, some students right out the gate are making \$90,000 and it is difficult to be competitive.
- We are looking to convert some of the part-time faculty that we have been working with to full time.

Marissa Brown asked if we are having challenges in doing clinical rotations in the hospitals?

Dr. Julie Baker said we have good relationships with the hospitals and we have committed professors and part-time faculty helping to fill that role but it is a struggle and there is a loss of knowledge right now as people are retiring.

Marissa Brown shared that her organization (NHA) has conducted a study to look at hospitals with gaps. They sent out a survey to 70,000 nurses that are licensed in Nevada to ask them if there would be an interest in coming back into nursing if they had a light schedule or part-time. Still awaiting responses.

Edward Estipona suggested that we do more targeted recruiting. However, he knows this is not just a college issue it is a community wide issue and it is not cheap. Suggested some alternative ways to recruit people, purchase them houses but with a lower salary for example. It is hard for TMCC to find room in their budget for these types of things right now.

Overall, the group had a very engaging conversation regarding salaries and employment issues in the nursing field.

IAC Member Take Aways

Craig Madole raised a question about paid internships and if there are more ways to bring students into companies in the region. For example, nursing students who are doing their prerequisites and need some income in the meantime.

Dr. Karin Hilgersom answered, we do currently serve hundreds of apprentices, most of them are manufacturing. We also have a **wonderful program for certified nurse's aides**. Most of these apprenticeship wages are paid through Department of Labor grants. We also have a robust internship program. However, we have only one internship coordinator who has **several jobs. With a possible reduction coming from the legislature we can't bring on anyone else to help with this right now**, but we are highly supportive of paid internships. An in-depth presentation on internships will be presented at the next meeting.

Nancy McCormick mentioned that EDAWN does not discuss unpaid internships with anyone. If they are not willing to pay they cannot be a part of their programs. They have a few grants that are funding paid internships to students currently.

Marissa Brown shared the following information. Nevada Rural Hospital Partners receive some funding from the state. Roughly \$1 million for nurse apprenticeships. It is another source of funding to look into.

Public Comment

There were none.

Adjourned

Chair BJ North thanked City Manager Eric Brown for a wonderful and smooth election process. She also provided a heartfelt thank you to all our veterans.

Meeting Adjourned @ 11:02 AM