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# MEETING NOTES FOR MAY 13, 2019

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## Present

Yevonne Allen, Natalie Brown, Estela Gutierrez, Robert Hernandez, Andy Hughes, Michelle Montoya, Tamera Mooney, Joan Steinman, Sidney Sullivan, Cameron Tuttle, Sharon Wurm

### 1. Estela's Updates:

- a. The Student Services and Diversity Council will not meet in June or July. We will reconvene this meeting on Monday, August 12.
- b. Commencement is on May 24 at Lawlor Events Center. Be sure you and your staff are either volunteering, or attending the ceremony if you are closing your office. If staff wish to work rather than attend graduation, then they may stay at work.
- c. The Healthy Conversations with the VPSD event is on Monday, June 3 at 11:30 a.m. Please plan to attend and bring your staff. Lunch is being provided.
- d. On July 1, TMCC will take over operations for the Café and more healthy options will be available for purchase. Also, we will no longer have a contractual agreement for food services for our programs and events and will be able to order from off campus establishments.

### 2. Standing Items:

- a. Cabinet-Andy-Current RAPs were approved. There is a new procedure that will bring some major changes to our hosting processes, including purchasing card restrictions, beginning July 1. A revision to Board policy mandating co-requisite support for students placing below college level mathematics and/or English is expected to pass at the June Board of Regents (BOR) meeting. This revision will require co-requisite courses be taken during the same semester and in conjunction with college level courses, rather than taking them in previous semesters.
- b. Planning Council-Joan-The missed class policy passed. A new TMCC Sustainable initiative requests that when we are purchasing SWAG (Stuff We All Get), we make our best efforts to purchase items that are made from recycled materials, can be recycled themselves, are multiple use and/or are environmentally conscious. Associate Vice President of Institutional Research, Marketing and Web Services, Elena Bubnova, and Gretchen Sawyer, Executive Director of Foundation and Development reviewed the results of the FY2016-17 Analysis of Economic Impact and Return on Investment of Education showing that TMCC added a total of \$484.9 million in income to the county in fiscal year 2016-17. The proposed changes to Core Theme IV of TMCC's Strategic Master Plan were reviewed and passed. The Qualified Registration Fee Reduction Program for Classified and Part-Time Faculty will be run as a pilot program in Fall 2019.
- c. Academic Affairs & Student Services- Sharon-The process for prospective Jump Start Students under the age of 15 has not yet been decided.
- d. Accreditation Committee-Joan-They are in the process of decentralizing this committee.
- e. Budget Allocation Committee-Sharon-We start a new RAP (Resource Allocation Process) cycle in July. RAPs for permanent positions will be in September/October.
- f. Enrollment Management Committee-Andy-At this time we are down in enrollment, but it is still very early.

### 3. Unit Updates:

#### a. Admissions & Records: Andy

The commencement walk-through is on Thursday, May 23. We have our first 2+2 graduate from SNC/TMCC. The music is a go and they are expecting a big turnout!

#### b. Retention & Support Services (RSS): Joan

All RSS departments are busy closing out the year. Joan and Kaylene are working on the assessment report. Please be sure to put your information in.

#### c. Veterans Upward Bound (VUB): Robert

VUB is busy streamlining their new Learning Glass technology. Adine Storomen, VUB Specialist, is an At-Large Faculty Senator for TMCC for FY20.

#### d. Veterans Resource Center (VRC): Felipe

The Operation Battleborn March begins this Friday, May 17. The March will traverse 400 miles from the Battleborn Memorial in Carson City to the Southern Nevada Veterans Memorial Cemetery in Boulder City. This is the second time for this event. You can find additional information about the March [here](#).

#### e. Career Center: Sidney:

Intern requests are up! Word is getting out and student and employers are requesting. They participated in a wonderful Windmills Training that aims to level the field for disabled persons by teaching others to look at all people the same way, regardless of whether they have a disability. The tomatoes are planted in the community garden. The Career Center is getting ready for their move to the Meadowood Center. Let Sidney know if you need their services and the Career Center staff will come to you wherever you are.

#### f. Equity, Inclusion and Sustainability: Yevonne

We have an agreement for a shuttle service that will transport students, faculty and staff between TMCC and UNR on a regular schedule. This agreement is from July 1, 2019-June 30, 2020. There will be a diversity track offered during professional development days. The track is a series of six courses that faculty/staff may attend. If four parts of the series are completed, the employee will receive a completion certificate. Yevonne is Faculty Senate Chair Elect as of July 1!

#### g. Academic Advisement, Transfer Center & International Services: Natalie

Advising appointments are booked seven days out. Searches are underway for the three advisor positions and the International Manager position! There are 32 prospective international students in the pipe line for Fall 19. Natalie is going to Vietnam in mid-June for International Recruitment. Natalie is chairing the search for the Financial Aid Director position.

#### h. Financial Aid and Student Success (FA): Sharon

They are calling students to complete their financial aid files. The Promise numbers are up. The 2019 Summer Bridge program is almost full. Looks like FAFSA (Free Application for Federal Student Aid) numbers will be up for next year. The Access, Outreach and Recruitment department (AOR) is changing their department name to Recruitment Access Center (RAC).

#### i. Student Services and Diversity (SSD): Kaylene

The VIP invitation requests are being changed because they are too generic. Please turn in your June events for the SSD Calendar. On July 18, we will have a Dialogue to Discussion (D2D) leadership panel event with SSD Directors for the panel.