



Western Nevada College

Draft - College Council Meeting Minutes 9/11/26, 9:00 a.m. via Zoom

College Council Members Present:

Non-Voting - Dr. Dalpe, President

Non-Voting – Tracy Mendibles, Recorder

Voting – Dr. Ryan, VPASA

Voting – Coral Lopez, VPFA

Voting – Niki Gladys, Chief Advancement Officer

Voting – Jessica Rowe, Academic Faculty Senate Chair

Voting – Ryan Johnson, Administrative Faculty Senate Vice Chair

Voting – Kennadie Frias, Classified Council President

Voting – Karla Salas Dominguez, ASWN President

Voting – Audrey Auer, Paul Seybold, and Rebecca Gates, Academic Directors

College Council Members Absent:

Voting – Vacant, Adjunct Faculty Representative

Guests with Agenda Items:

Casey Otto, Justin McMenomy, and JW Lazzari

Summary of Actions Taken:

- May 1, 2026, College Council meeting minutes approved
- Proposed revision to the Digital Learning Committee bylaws approved
- Review of Policy 3-5-3: Academic Renewal Policy approved

Agenda Items for Next Meeting:

- Approval of draft meeting minutes for September 11, 2026, College Council Meeting
- Governance overview
- Proposed revision of Policy 1-1-1: College Council & Policy and Procedure Development
- Proposed revision of Policy 1-1-2: College Committee Nominations/Appointments

Agenda Item 1: Call to Order and Roll Call - (Kyle Dalpe)

Summary of Discussion: The meeting was called to order at 9:01 a.m. Roll call was taken and a quorum was present.

Agenda Item 2: Opening Remarks and College Updates - (Kyle Dalpe)

Summary of Discussion: President Dalpe recognized September 11 and encouraged the college community to take time for remembrance and appreciation of first responders and members of the armed forces. He shared that the fall semester is off to a positive start, encouraged

employees to take care of their health during the seasonal illness period, and noted upcoming Welcome Back Week activities. Enrollment remains slightly behind the prior year, although registration is continuing, including high school students and apprenticeship programs. President Dalpe also provided an update on NSHE discussions regarding a potential new funding formula and emphasized the importance of advocating for community colleges and smaller institutions, so they are not disadvantaged by future formula changes.

Agenda Item 3: Approval of Minutes from May 1, 2026 College Council Meeting - (Kyle Dalpe)

Action Taken: Approved

Summary of Discussion: Niki Gladys moved to approve the May 1, 2026, meeting minutes. Karla Salas seconded the motion. The motion passed with one abstention.

Agenda Item 4: Standing Committees - (Information Only)

a) Accessibility Committee - Susan Trist/Troy Wadsworth

- a) Annual Goals Assessment Report
- b) Strategic Improvement Plan

No update was provided because neither committee representative was present when the item was called.

b) Budget Committee - Casey Otto/Coral Lopez

- a) Annual Goals Assessment Report

The committee approved goals for the coming year that are generally consistent with its prior goals. The committee is revising the Budget Request and Reallocation (BRR) form and performance indicators to align with accreditation-related changes and make the process easier to use.

The BRR workflow will also be adjusted so requests are vetted by the appropriate executive before reaching the Budget Committee. The goal is to improve awareness, alignment with division priorities, transparency, and prioritization when funds are available.

Agenda Item 5: Governance Overview - (Information Only) - Kyle Dalpe

Summary of Discussion: President Dalpe is developing a graphical overview of WNC governance to clarify the roles of the President, Executive Team, faculty and staff senates, student government, College Council, and other shared-governance groups. The purpose is to document the existing structure, identify any gaps, and provide a clear resource for new and current employees. The overview will be shared with constituent groups for review and brought back to College Council at the October meeting.

Agenda Item 6: Discussion of College Council Bylaws - (Information Only) - Geri Pope

Summary of Discussion: Geri Pope explained that WNC does not currently have a separate document explicitly identified as College Council bylaws. Section 1 of Policy 1-1-1 currently serves much of that function but does not include all elements expected of committee bylaws. She recommended either creating separate College Council bylaws or explicitly identifying the relevant policy language as bylaws and posting it on the College Council webpage. President Dalpe agreed the issue should be addressed in conjunction with the governance overview and Policy 1-1-1. A work group will be formed to review the bylaws and related policy language, and Geri volunteered to participate. An all-call for work group participation will be distributed.

Agenda Item 7: Proposed Edits to the Digital Learning Committee Bylaws - (For Possible Action) - Justin McMenomy

Action Taken: Approved

Summary of Discussion: Justin McMenomy reported that the revised Digital Learning Committee bylaws were first presented at the May 1 meeting, and no additional feedback or edits had been received. Ryan Johnson moved to approve the bylaws. Kennadie Frias seconded the motion. The motion passed with no opposition.

Agenda Item 8: Policy and Procedures: First Reading - (Information Only)

First reading and introduction only. Council representatives are asked to share these items with their respective groups and bring feedback to the next College Council meeting.

a) Revision of Policy 1-1-1: College Council & Policy and Procedure Development - Kyle Dalpe

Action Taken: None

Summary of Discussion: President Dalpe reviewed proposed revisions accumulated over the prior year. Most changes are technical or organizational, including title and terminology updates, renumbering, and clarification of committee language. A significant proposed addition would allow routine administrative updates - such as changes required by law or Board policy, office or position name changes, URLs, contact information, spelling, grammar, and similar non-substantive revisions - to be made without a full two-reading College Council process, with notice provided to the college community. The draft also replaces the term operational oversight with Executive Support Member to clarify that the assigned executive team member or designee supports a committee rather than chairs or directs it. Council members were asked to review the draft and provide feedback. Policy 1-1-1 will return for continued discussion and will be considered alongside the College Council bylaws work.

b) Revision of Policy 1-1-2: College Committee Nominations/Appointments - Kyle Dalpe

Action Taken: None

Summary of Discussion: President Dalpe reviewed proposed revisions to clarify the process for filling vacancies on College Council standing committees. He noted that the President's Office should work with standing committee chairs and the Executive Support Member to determine the number and type of positions to be filled each academic year. The policy is intended to apply to College Council committees, not search or hiring committees. Additional wording revisions will be circulated following the meeting. The relationship between Policies 1-1-1 and 1-1-2, including whether portions should be combined or aligned with College Council bylaws, will continue to be discussed during the semester, with a goal of completing the cleanup by the end of the semester.

Agenda Item 9: Policy and Procedures: Second Reading - (For Possible Action)

Council representatives may present feedback from their respective groups, followed by discussion and possible action.

a) Review of Policy 3-5-3: Academic Renewal Policy - Chelsie Hamtak/JW Lazzari

Action Taken: Approved

Summary of Discussion: JW Lazzari reported that no substantive changes were proposed and no feedback had been received; the item was a routine review of the Academic Renewal Policy. Discussion noted the importance of maintaining current policy review dates and complying with WNC's five-year policy review requirement. Karla Salas moved to approve the policy, and Ryan Johnson seconded the motion. The motion passed with no opposition.

Agenda Item 10: Updates from Members - (Information Only)

Coral Lopez - reported that nursing fees previously approved as special course fees will instead be submitted to the Board of Regents primarily as increases to the nursing differential fee, consistent with NSHE guidance that a course should not carry both a differential fee and a special course fee. The overall student charge remains the same, and 10% of the differential fee increase will support financial aid/nursing scholarships. Nursing courses without a differential fee may still use a special course fee. The fee request is expected to go before the Board in December. Coral also reported that several FY26 and FY26-27 budget reports were approved at the recent Board meeting; WNC's federal single audit is nearly complete and is expected to have one finding related to GEAR UP reporting, a significant improvement from prior years; and financial statement audit work is beginning. Coral also reported that remediation work continues in Reynolds following a clean-water line leak.

Casey Otto - summarized the State Economic Forum, describing a generally flat revenue outlook, modest population growth projections, and softening indicators in Clark County.

Niki Gladys - reported that approximately 90% of general scholarship awards are complete, while CTE and ROADS scholarships still need applicants. The Foundation's Reach for the Stars event drew more than 300 attendees, grossed approximately \$208,000, and netted

approximately \$140,000 in unrestricted revenue. The annual Foundation audit is nearing completion and appears strong. The Foundation golf tournament is scheduled for September 25. Two new trailers have been acquired for the CDL program, and Amanda Kaye was recognized for securing a grant supporting an introductory culinary program through Continuing Education and the cafe renovation.

Karla Salas - shared ASWN updates, including Welcome Back Week activities September 14-17, the Wildcat Wire, participation in the September Board of Regents meeting, and the upcoming club resource fair.

Shannon Covey - announced a fall merchandise pop-up on September 15 from 11:00 a.m.-1:00 p.m. in the Student Center.

Katherine Strain - announced a Carson campus fire drill for September 23 at 10:00 a.m.; the drill will include building alarms, evacuation to blue-light towers, Alertus messaging, and emergency response team preparation. Fallon emergency response training and a future drill are also being planned.

Ryan Johnson - announced that Geri Pope has been selected as Administrative Faculty Senate Chair for the next two semesters; Ryan will continue as Vice Chair. Administrative Faculty Senate plans to review its purpose, mission, bylaws, and practices and encourage greater participation.

Agenda Item 11: Adjourn

The College Council meeting was adjourned by unanimous consent at approximately 10:01 a.m.