

College Council Meeting Minutes 10/6/23, 10:00 a.m. via Zoom

College Council Members Present:

Non-Voting - Dr. Dalpe, President
Non-Voting – Tracy Mendibles, Recorder
Voting – Coral Lopez, CFO
Voting – Rachelle Bassen, Academic Faculty Senate Chair
Voting – Justin McMenemy, Administrative Faculty Senate Chair
Voting – Natasha Anderson, Classified Council Chair
Voting – Suzanna Stankute, ASWN President
Voting – Debi Ingraffia-Strong and Travis Carr Academic Directors

College Council Members Absent:

Non-Voting – Dr. Ryan, Interim VPASA
Voting – Jim Bathgate, Adjunct Faculty Representative
Voting – Niki Gladys, Executive Director, Advancement
Voting – Scott Morrison, Academic Director

Guests with Agenda Items

Chris Michaels
Geri Pope

Summary of Actions Taken:

- 9/1/23 Minutes approved with changes
- Review of Policy 1-2-1: Nevada Ethics in Government Law – Approved
- Proposed minor revisions to Policy 1-2-3: Political Activities Guidelines – Approved
- Review of Policy 1-2-4: Political Activity for Public Employees – Approved
- Proposed minor revisions for Policy 1-2-5: Distinguished Visitors – Approved
- Review of Policy 1-5-1: Consensual Relationships – Approved
- Review of Policy 1-6-1: Possession and Purchase of Alcoholic Beverages - Approved
- Proposed minor changes to Policy 1-9-1: Policy Against Discrimination and Sexual Harassment, Complaint Procedure - Approved
- Proposed minor changes to Policy 1-10-1: Drug and Alcohol Abuse Prevention and Program Policy - Approved
- Review of Policy 1-10-2-1: Distribution of Drug and Alcohol Abuse Prevention Program Policy - Approved

- Minor changes to Policy 1-10-2-2: Distribution of Drug and Alcohol Abuse Prevention Program Procedures - Approved
- Review of Policy 1-10-3-1: Drug and Alcohol Abuse Prevention Program Biennial Review Policy - Approved
- Proposed revisions to Policy 7-4-2: Cell Phone Use - Approved
- Proposed revisions to Policy 7-4-4: Use of Land-line Phones and Verification of Long-Distance Charges - Approved
- Proposed revisions to Policy 7-6-1: Computer Loan - Approved
- Proposed revisions to Policy 8-1-3: Computing Workstation/Network Resources Use
- Proposed revisions to Policy 8-2-2: Computer Security

Agenda Items for Next Meeting:

- Draft minutes of 10/1/23 College Council meeting
- 2nd Readings:
 - Proposed revisions to Policy 8-1-2: Computing and Network Use Agreement
- 3rd Readings:
 - Proposed removal of Policy 8-1-1: Computer Support Services Guidelines

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

Action Taken: None

Summary of Discussion: The meeting was called to order at 10:03am. Roll call was taken via the participation list. A quorum was present.

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

Action Taken: None

Summary of Discussion: More than 4200 students enrolled. Our 2025 goal was 4000 students, our fall 2023 goal was 3850 and have surpasses our goals. This is the highest enrollment in 10 years. The highest enrollment we have had in 20 years is 5700 students. There are a lot of students that we have to take care of and get them over the finish line.

Kudos received from the Regents for the Great Colleges to Work For award. One of 72 colleges to get accolades.

Full-time persistence rate (students who make it to the finish line at the end of the semester) is 10% above national average. Out part-time persistence rate is 8% below the national average.

Agenda Item 3: Approval of Minutes from September 1, 2023 College Council Meeting - (Kyle Dalpe)

Action Taken: Minutes approved

Summary of Discussion: Coral Lopez agenda item 8, update to the name of the auditors to Grant Thornton. Natasha Anderson motion to approve meeting minutes from 9/1/2023 with updates. Rachelle Bassen seconded the motion, the minutes were approved unanimously.

Agenda Item 4: 2022-23 WNC Mission Fulfillment Report (Information Only) – Chris Michaels

We have been working on mission fulfillment one of the indicators of the Northwest accreditors require or strongly suggest we have. The ALO position helps write the 6-year report, the 7-year accreditation report for the visit in spring 2025. How do we as a college meet our mission as an institution? Meeting as a group put together a report based on the metrics required by the Board of Regents. 10 KPI's for WNC, 8/10 or 80% is the goal to meet our mission. Three-year average of the previous years was used to determine goals, 2019, 2020, 2021. This document will be included in the 7-year accreditation report.

Agenda Item 5: Student Learning Outcomes (Information Only) – Geri Pope

Student Learning Outcomes (SLO) measure and report on success as an institution. Curriculum committee formed a subcommittee to review the Institutional SLO's. Proposed for all Institutional SLO's to update from concept to content of working knowledge to make it clearer and easier for assessment. Next steps, Geri Pope to do a presentation to Academic Faculty Senate and send out an email to the campus to review the Institutional SLO's. The document will be brought back to the next College Council meeting.

Agenda Item 6: Policy and Procedures: First Reading (Information Only)

- a) Proposed revisions to Policy 8-1-2: Computing and Network Use Agreement – Phyllis Mason

Action Taken: None

Summary of Discussion – First reading, this policy will come back to the November meeting for a second reading and possible approval.

Agenda Item 7: Policy and Procedures: Second Reading (For Possible Action)

- a) Review of Policy 1-2-1: Nevada Ethics in Government Law – Tracy Mendibles

Action Taken: Approved

Summary of Discussion: Motion to approve by Natasha Anderson, seconded by Coral Lopez, motion approved.

- b) Proposed revisions to Policy 1-2-3: Political Activities Guidelines – Tracy Mendibles

Action Taken: Approved

Summary of Discussion: Motion to approve by Rachelle Bassen, seconded by Justin McMenomy, motion approved.

- c) Review of Policy 1-2-4: Political Activity for Public Employees – Tracy Mendibles

Action Taken: Approved

Summary of Discussion: Motion to approve by Natasha Anderson, seconded by Suzanna Stankute, motion approved.

- d) Proposed revisions to Policy 1-2-5: Distinguished Visitors – Tracy Mendibles

Action Taken: Approved

Summary of Discussion: Motion to approve by Rachelle Bassen, seconded by Coral lopez, motion approved.

- e) Review of Policy 1-5-1: Consensual Relationships – Tracy Mendibles

Action Taken: Approved

Summary of Discussion: Motioned to approve by Justin McMenomy, seconded by Natasha Anderson, motion approved.

- f) Review of Policy 1-6-1: Possession and Purchase of Alcoholic Beverages – Tracy Mendibles

Action Taken: Approved

Summary of Discussion: Motion to approve by Rachelle Bassen, seconded by Justin McMenomy, motion approved.

- g) Proposed revisions to Policy 1-9-1: Policy Against Discrimination and Sexual Harassment: Complaint Procedure – Tracy Mendibles

Action Taken: Approved

Summary of Discussion: Motion to approve by Coral Lopez, seconded by Natasha Anderson, motion approved.

- h) Proposed revisions to Policy 1-10-1: Drug and Alcohol Abuse Prevention Program Policy – Tracy Mendibles

Action Taken: Approved

Summary of Discussion: Motion to approve by Natasha Anderson, seconded by Justin McMenomy, motion approved.

- i) Review of Policy 1-10-2-1: Distribution of Drug and Alcohol Abuse Prevention Program Policy – Tracy Mendibles

Action Taken: Approved

Summary of Discussion: Motion to approve by Coral Lopez, seconded by Suzanna Stankute, motion approved.

- j) Proposed revisions to Policy 1-10-2-2: Distribution of Drug and Alcohol Abuse Prevention Program Procedures – Tracy Mendibles

Action Taken: Approved

Summary of Discussion: Motion to approve by Justin McMenemy, seconded by Natasha Anderson, motion approved.

- k) Review of Policy 1-10-3-1: Drug and Alcohol Abuse Prevention Program Biennial Review Policy – Tracy Mendibles

Action Taken: Approved

Summary of Discussion: Motion to approve by Rachelle Bassen, seconded by Natasha Anderson, motion approved.

- l) Proposed revisions to Policy 6-1-3: College Equipment – Jeff Erickson

Action Taken: None

Summary of Discussion: Discussion about if this policy should fall under Facilities or Computing Services. Is this computers or equipment? More work to be done on this policy and will be brought back to College Council.

- m) Proposed revisions to Policy 7-4-2: Cell Phone Use – Coral Lopez

Action Taken: Approved

Summary of Discussion: Motion to approve by Rachelle Bassen, seconded by Natasha Anderson, motion approved.

- n) Proposed revisions to Policy 7-4-4: Use of land-line phones and verification of long distance charges – Coral Lopez

Action Taken: Approved

Summary of Discussion: Motion to approve by Natasha Anderson, seconded by Justin McMenemy, motion approved.

- o) Proposed revisions to Policy 7-6-1: Computer Loan – Coral Lopez

Action Taken: Approved

Summary of Discussion: Motion to approve by Natasha Anderson, seconded by Rachelle Bassen, motion approved.

- p) Proposed revisions to Policy 8-1-1: Computer Support Services Guidelines – Phyllis Mason

Action Taken: None

Summary of Discussion: Computing services asked for the policy to be removed not revised. Policy will be brought back to November meeting to be voted on for removal.

- q) Proposed revisions to Policy 8-1-3: Computing Workstation/Network Resources Use – Phyllis Mason

Action Taken: Approved

Summary of Discussion: Motion to approve by Rachelle Bassen, seconded by Natasha Anderson, motion approved.

- r) Proposed revisions to Policy 8-2-2: Computer Security – Phyllis Mason

Action Taken: Approved

Summary of Discussion: Motion to approve by Coral Lopez, seconded by Justin McMenemy, motion approved.

Agenda Item 8: Updates from Members

Action Taken: None

Summary of Discussion:

Suzanna Stankute – ASWN's welcome back week was a success. Thank you to the Foundation office for the help with the career fair. Other activities include the Wildcat birthday party, Oktoberfest, Coffee with a Cop, helped support Golf for Education, a blood drive with Vitalant (12 donors which will impact the lives of 36 patients in need, and Food Drive for the month of September. ASWN attended the September Board of Regents meeting and will also be attending the December meeting in Las Vegas. Suzanna was asked to sit on the Funding Formula committee and ASWN will be participating in the Nevada Day Parade. For the first time in a very long time ASWN has a full Executive Board and Senate.

Coral Lopez – Participated on the search committee for the CFO for NSHE and Chris Viton from UNLV has been selected. She has been working on COLA scenarios for the systems office. She will begin state account quarterly reviews in the near future. HRSA grant, \$2.3 million dollars, has been awarded for Fallon nursing expansion.

Natasha Anderson – Classified will be doing a bake sale on October 25 to raise funds for their retreat.

Rachelle Bassen – Question about gravel lot parking for academic faculty. Rachelle has been surveying faculty about COLA options and interim positions.

Kyle Dalpe – Thank you ASWN it's awesome to see activity on campus. Golf for education event last week, we are still counting the numbers on that and will be reported at the next meeting. Participating on the Funding Formula committee and carving out needs for community colleges. We are in a very good position to be able to do the COLA for next year but other schools are not. Parking discussion being put on the list for further discussion.

Agenda Item 9: Old Business

Action Taken: None

Summary of Discussion: None

Agenda Item 10: New Business

Action Taken: None

Summary of Discussion: None

Agenda Item 11: Public Comment

Action Taken: None

Summary of Discussion: None

College Council meeting adjourned by unanimous consent at 11:04am