

College Council Meeting Minutes 11/01/24, 10:00 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, CFO
Voting – Niki Gladys, Chief Advancement Officer
Voting – Martin Schmidt, Academic Faculty Senate Chair
Voting – Robin Eppard, Adjunct Faculty Representative
Voting – Gretchen Stanerson, Administrative Faculty Senate Chair
Voting – April Reyes, Classified Council President
Voting – Catalina Wilson, ASWN President
Voting - Scott Morrison, Debi Ingraffia-Strong & Travis Carr, Academic Directors

College Council Members Absent:

None

Guests with Agenda Items

James Feser
Amy Ghilieri
Nigel Harrison
Casey Otto
Geri Pope
Heather Rikalo
Katherine Strain
Susan Trist
Troy Wadsworth

Summary of Actions Taken:

- 10/4/24 meeting minutes – approved
- Approved creation of ad hoc Safety Committee

Agenda Items for Next Meeting:

- 11/1/24 approval of minutes
- Proposed revisions to Policy 6-1-1: Facilities Use Policy
- Proposed revisions to Policy 12-1-1: Fundraising
- Proposed revisions to Curriculum Committee bylaws

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

Action Taken: None

Summary of Discussion: The meeting was called to order at 10:02 a.m. 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: All kinds of things going on, a shout out to ASWN for their Halloween activities. Enrollment is almost flat to last year. The legislative session is coming up and the players will be decided on Tuesday. Accreditation visit coming up and we will be offering a few virtual sessions to campus to understand the process

Agenda Item 3: Approval of Minutes from October 4, 2024 College Council Meeting - (Kyle Dalpe)

Action Taken: Minutes approved

Summary of Discussion: Coral Lopez motioned to approve meeting minutes from 10/4/24. April Reyes seconded the motion; the minutes were approved unanimously.

Agenda Item 4: Deaf Studies Program Review – (Information Only) - Amy Ghilieri

Overview of the Deaf Studies program from 2017 to 2022. There have been substantial changes year over year and a pretty volatile program overall. Enrollment and graduates have declined over this period.

Commendations - This is one of the only Deaf Studies programs that can be completed entirely online.

Concerns - A Bachelor's degree is now required for becoming an interpreter, so our current offerings are not inline with student needs. Graduation rates have declined and the ASL Club has dissolved. Also, interpreting coursework is not a part of the degree.

Recommendations – Update program to a transfer certificate/degree that aligns with other NSHE institutions. Market online program nationally to increase visibility

Next steps - Some of the changes recommended are already in motion. Currently working on relationship with NSU.

Agenda Item 5: Standing Committee – Goal Reports – (Information Only)

- a) Accessibility Committee – Susan Trist/Troy Wadsworth
 - Monitor and report WNC employee completion of Canvas Accessibility Training
 - Educate and support accessibility compliance
 - Conduct a baseline assessment of Canvas content, email communications, text messages and the WNC website for accessibility compliance
- b) Accreditation Committee – Geri Pope
 - Complete 7 year report

- Host the NWCCU EIE institutional visit
- c) Auxiliary Committee – Heather Rikalo
 - Ensure service excellence
 - Enhance vendor relationships
 - Oversee service planning and compliance
- d) Budget Committee – Casey Otto
 - Provide support to the budgetary process
 - Review FY25 budget projections and make recommendation to the administration
 - Sub-committee review of staff development requests, technology fee usage, college grant applications and reporting on capital improvement projects
- e) Curriculum Committee – Geri Pope/Eric York
 - Review and update the program review curriculum review report
 - Facilitate the creation of general education definitions
 - Create, review, and approve documents/guidelines for proposing/updating curriculum
- f) Healthy Campus & Environment – Nigel Harrison
 - Disc golf course at WNC Carson Campus
 - Green certification through GreenBiz
 - Sponsor monthly walks for WNC staff and students

Agenda Item 6: Proposed creation of an Ad Hoc Safety Committee - (For Possible Action) – Kathy Strain

Action Taken: Creation of ad hoc Safety Committee is approved

Summary of Discussion: Bringing forward a request to creating a Safety committee. A mission statement, goals and bylaws will be created. The committee formation will be based on a outline provided by UNR. The committee will include directors from departments that have hazardous waste, the director from the Fallon campus will also be included. The committee will invite people that actually work in the labs. Meeting will take place quarterly. There may be a need to have several subcommittees that meet more frequently.

Motion to approve, April Reyes, seconded by Gretchen Stanerson, motion to form an ad hoc Safety Committee passes.

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

Introduction and information only; groups should take these items and share with their respective members for feedback at the next meeting.

- a) Proposed revisions to Policy 6-1-1: Facilities Use Policy – James Feser
Action Taken: None

Summary of Discussion: Refresh of this policy that was last updated in 2022. Potential charge possible for classroom use that involves major movement of furnishings.

Updates made to employee sponsored events. Updated amount to liability insurance requirements. Fallon campus use liability insurance to also include Churchill County.

Some fees for campus use have also been increased.

b) Proposed revisions to Policy 12-1-1: Fundraising – Niki Gladys

Action Taken: None

Summary of Discussion: This policy hasn't been updated since 2014. There are few things from a fundraising and Foundation standpoint that are an audit requirement from the legislative council that needed to be added. Feedback given for gifts of real estate should follow NSHE guidelines.

c) Proposed revisions to Curriculum Committee bylaws – Geri Pope

Action Taken: None

Summary of Discussion: A small change made to the bylaws, the recorder does not need to be a member of the committee.

Agenda Item 8: Updates from Members

Action Taken: None

Summary of Discussion:

Catalina Wilson, ASWN President – Provided update

Martin Schmidt, Academic Faculty Chair – Provided update

Niki Gladys, Chief Advancement Officer – Provided update

Geri Pope, Accreditation and Curriculum Management Coordinator – Provided update

Kyle Dalpe, President – Provided update

April Reyes, Classified Council President – Provided update

Casey Otto, Budget Director – Provided update

Troy Wadsworth, Computing Services Director – Provided update

Agenda Item 9: Old Business

Action Taken: None

Summary of Discussion:

Agenda Item 10: New Business

Action Taken: None

Summary of Discussion:

College Council meeting adjourned by unanimous consent at 11:19 a.m.