



Western Nevada College

Draft - College Council Meeting Minutes 02/06/26, 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 – Eric York, Academic Faculty Senate Chair
Voting – Samantha Kaelin, Administrative Faculty Senate Chair
Voting – April Reyes, Classified Council President
Voting – Karla Salas Dominguez, ASWN President
Voting – Audrey Auer or Paul Seybold Academic Directors

College Council Members Absent:

Voting – Vacant, Adjunct Faculty Representative

Guests with Agenda Items:

JW Lazzari, Tyler Golden, Rebecca Bevans, Nichole Paul, Mary Gillespie, Chelsie Hamtak, Victor Navarro, Melody Duley

Summary of Actions Taken:

- 12/12/25 meeting minutes approved
- Enrollment Committee bylaws, approved with edits
- Culture of the Campus Committee bylaws, approved
- Proposed revisions to Policy 11-2-1: Emergency Preparedness Operations and Recovery, moved to March
- Proposed revisions to Policy 7-2-1-1: Student Group or Field Trip Travel, approved with edits
- Proposed revisions to Policy 4-5-1-2: Hiring Academic and Administrative Faculty, approved

Agenda Items for Next Meeting:

- Approval of draft meeting minutes for February 6, 2026, College Council Meeting
- Proposed revisions to Policy 11-2-1: Emergency Preparedness Operations and Recovery
- Proposed revisions to Policy 3-3-5: Challenge Examinations
- Proposed revisions to Policy 4-2-1: Equal Opportunities
- Proposed revisions to Policy 7-2-1: Travel

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

Action Taken: None

Summary of Discussion: The meeting was called to order at 9:01 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: The Chancellor and Board Chair will be visiting the WNC campus this week to conduct listening sessions with the various groups. Any issues that might come up will be communicated to the President, if you want to share something, Tracy can get some time on the calendar.

3400 students are registered right now and will be closer to 4000 by the time enrollment is completed. You will hear conversation about why we need to start looking at WSCH vs head count. Funding is based on WSCH.

Agenda Item 3: Approval of Minutes from December 12, 2025 College Council Meeting (Kyle Dalpe)

Action Taken: Approved

Summary of Discussion: Niki Gladys motioned to approve meeting minutes from 12/12/25; Coral Lopez seconded the motion; the minutes were approved unanimously.

Agenda Item 4: Updated ICE Protocol (Information Only) JW Lazzari

Action Taken: None

Summary of Discussion: The ICE protocol was originally handed out at the Fall Kickoff. The document has been updated with the retirement of Lt. Nero. It was asked that the chairs take the document back to their groups for review. JW Lazzari and Chelsie Hamtak are available to speak at meetings if needed.

Agenda Item 5: Standing Committees – Bylaws (For Possible Action)

- a) **Enrollment Management, Bylaws – Tyler Golden & Rebecca Bevans**

Action Taken: Approved

Summary of Discussion: This document was taken to Faculty Senate and received a suggestion that it should include the verbiage, serving renewable, staggered, two-year terms. The bylaws were updated and now include this suggestion.

Motion to approve, Eric York, seconded by Samantha Kaelin, approved.

- b) **Culture of the Campus Committee, Bylaws – Nichole Paul & Mary Gillespie**

Action Taken: Approved

Summary of Discussion: No feedback was received from the groups that this document was shared with.

Motion to approve, Eric York, seconded by Karla Salas, approved.

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

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 3-3-5: Challenge Examinations** – JW Lazzari & Chelsie Hamtak

Action Taken: None – moved to second reading

Summary of Discussion: This policy is being rewritten to reflect current process, by removing challenge exams and replacing with credit for prior learning policy. It is easy to communicate, and the goal of the updates is to attract the adult population.

- b) **Proposed revisions to Policy 4-2-1: Equal Opportunities** – Victor Navarro

Action Taken: None – moved to second reading

Summary of Discussion: Updates are being made to be in compliance.

- c) **Proposed revisions to Policy 7-2-1: Travel** – Coral Lopez

Action Taken: None – moved to second reading

Summary of Discussion: Updates to the travel policy include requiring a spend authorization for instate travel. This brings WNC in line with what the other NSHE schools are doing.

By creating a spend authorization, the number allows you to book travel with our travel agency.

- d) **Proposed revisions to Policy 11-2-1: Emergency Preparedness Operations and Recovery** – Kathy Strain & Matt Williams

Action Taken: Requested to move to the March College Council meeting.

Summary of Discussion:

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

Discussion and questions from groups; possible action

- a) **Proposed revisions to Policy 7-2-1-1: Student Group or Field Trip Travel** – Coral Lopez

Action Taken: Approved with edits

Summary of Discussion: Along with policy edits new travel documents that have been added to the Controllers webpage.

Conversation about which field trip or group travel should be required to carry a safety kit and does it belong in the procedure or policy.

Motion to approve with edits, Eric York, seconded by Samantha Kaelin, approved with edits to the policy.

Agenda Item 8: Policy & Procedures: Third Reading (For Possible Action)

Discussion and questions from groups; possible action

- a) **Proposed revisions to Policy 4-5-1-2: Hiring Academic & Administrative Faculty** –

Melody Duley

Action Taken: Approved

Summary of Discussion: Minor wording changes to the policy.

Motion to approve, Karla Salas, seconded by Eric York, approved.

Agenda Item 9: Updates from Members (Information Only)

Update provided by Niki Gladys

Update provided by Coral Lopez

Update provided by Kathy Strain

Update provided by Karla Salas

Update provided by Kyle Dalpe

Agenda Item 10: College Council meeting adjourned by unanimous consent at 10:01am.