

**WNC IAC August 9, 2017 Meeting
Agenda Item 3: Minutes from May 24, 2017**

**WESTERN NEVADA COLLEGE
INSTITUTIONAL ADVISORY COUNCIL MEETING**

Minutes

Wednesday, May 24, 2017

10:55 a.m.

Western Nevada College – Carson City Campus
2201 W. College Parkway, President’s Board Room
Carson City, NV 89703

Interactive video hook-up from the meeting site to:
Fallon Campus - Virgil Getto Hall – Room 308

MEMBERS PRESENT:

Chet Burton, President, WNC
Tim Dyhr, Vice President, Nevada Copper
Jeffrey Gordon, Plant Manager, GE/Bently
Rob Hooper, Executive Director, NNDA/IAC Chair
Michelle Joy, VP/COO, Carson Tahoe Health
Nick Marano, City Manager, Carson City
Ricky Medina, Director, Assessment/Accountability, Carson City School District
Cary Richardson, COO, Miles Construction
Rupert Ruiz, CPLC, Inc., Nevada President
Richard Stokes, Superintendent, Carson City School
Theresa White, Superintendent, Douglas County School District

MEMBERS ABSENT:

Laura Ijames, Secretary, Fallon Paiute-Shoshone Tribe
Mary Pierczynski, Educator
Bus Scharmann, Commissioner, Churchill

WNC STAFF PRESENT:

Deb Conrad, Assistant to the President, (Recorder)
Mark Ghan, Vice President of Administrative and Legal Services/General Counsel
Anne Hansen, Special Assistant for External Affairs
John Kinkella, Dean, Student Services
Georgia White, Director, CTE

GUESTS PRESENT:

Carol Del Carlo, Regent, District 9
Sara LaFrance, “Own Your Future”
Lynn O’Mara, NNDA

Call to Order

1. **Call to Order and Roll Call:** Chair Rob Hooper called the meeting to order at 10:00 a.m. and asked for roll call. Roll call was taken and a quorum was present.

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2. Public Comment: None.
3. Approval of Minutes from February 15, 2017: Chair Hooper asked all members to take a minute to review the minutes from February 15, 2017. (Handout can be found online at: <http://www.wnc.edu/president/institutional-advisory-council/>) Chair Hooper asked if there was a motion to approve the minutes with the correction. **Tim Dhyr motioned to approve the minutes. Nick Marano seconded the motion.** No further discussion. **Motion carried by unanimous vote.**
4. Remarks from WNC President Chester Burton: President Burton said he was pleased that the lieutenant governor was the key note speaker for commencement and then two days later the governor was on campus for the signing of SB 19; thanked Hoyt Skabelund for his service on the IAC; reviewed commencement and provided updates on Jump Start College. President Burton challenged IAC member to submit more action items for the meetings, saying the best ideas bubble up in times of need.
5. Remarks from WNC IAC Chair Rob Hooper: Chair Hooper welcomed new council member Michelle Joy and said there is a lot going on in this region and it is time to take the Council to the next level.
6. Remarks from WNC IAC Members: Upon Chair Hooper's request, all IAC members introduced themselves for the benefit of new member, Michelle Joy. Additional remarks were as follows:
 - Jeff Gordon updated council members on WNC students or graduates working and interning for Bently and said WNC's machine tool class toured the facility recently and at least one person wants to get in on an internship.
 - Rupert Ruiz said he is extremely impressed having the governor on campus and is proud to be a part of it.
 - Cary Richardson said there is still a need for a paradigm shift to ensure graduating high school seniors know there are real career pathways available, not just a four-year degree option.
 - Teri White said an action item might be to address how to help make this shift in schools.
 - Richard Stokes commented that he took four high school counselors to Vineburg Machining for a tour and their comments on the way back were that they need to re-think how they are advising students.
 - Jeff Gordon and Cary Richardson offered to do tours at their facilities any time.
 - President Burton said it is also important to get students involved as peer mentors and to also get the parents to realize there are other viable options.

A handout of a Northern Nevada Business Weekly interview with Michelle Joy was provided at the meeting and can be found at <http://www.wnc.edu/president/institutional-advisory-council/>.
7. Report on the last Board of Regents Community College Committee Meeting: Chair Hooper gave a brief overview of the last Community College Committee meeting and said TMCC IAC is progressing nicely, but feels that WNC's IAC is really honed in on work that is important to the region. For the upcoming presentation to the Board of Regents about the last four WNC IAC meetings, Chair Hooper will be writing a report which will be sent to you after the Board of Regents meeting.

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8. WNC Budget Updates: President Burton said that everything the Board of Regents put forward has been approved which is positive for the college. President Burton reviewed the impacts to WNC which include funding for new initiatives and increased weighting for CTE, so even with the loss of the bridge funding, now is a time for discussions about what the college and the IAC want to pursue moving forward.
9. 79th Legislative Session Update: President Burton said two bills were signed by the governor on campus today, as the members of the IAC already know since they attended. President Burton explained that one of those bills, SB 19, addresses dual enrollment and mandates each charter school and school district have a MOU in place with one of the local colleges so students throughout Nevada have the opportunity to participate. WNC is ahead of the game because we already have the framework in place. The bill going forward for the Promise Program will provide tuition assistance for low income students as well as doubling the Silver State Opportunity Grant will be very helpful for students wishing to attend community college because the funds go farther.
10. NNDA Workforce Development Initiative, "Own Your Future:" Chair Hooper explained that "Own Your Future" came out discussions about how to promote the pipeline to get students into the programs they need and then into careers. Frank Woodbeck is seeking money to help support the project. Lynn O'Mara, who recently joined the NNDA team as Director of Economic Development, is focusing on this effort. Sara LaFrance said the initiative is currently looking to address the underemployed and veterans and the first cohort is getting ready to embark on the MTT program. Sara LaFrance also explained there is a need for a leadership council and requested any IAC members contact her or Chair Hooper if they are interested in participating.
11. WNC Campus Construction Project Updates: President Burton reported that the construction to double the size of the AIT Lab at Reynolds had begun and should be completed by the third week of July. Funding for the project came from the Reynolds Foundation, NV Energy, EL Cord and some institutional funds. The construction on the science labs in Aspen should kick off in August. An energy conservation project is in progress and the residence hall project is also still moving forward with hopes of opening in Fall 2019. At the end of the summer, planning should begin for upgrading Dini Library into a Learning Resource Center that is more functional for the students. President Burton also said the college will be looking for a project to propose for '19 that has wide applicability to serve this region.
12. WNC Enrollment Update: President Burton asked for the Chair's indulgence to table this item until the next meeting to tie in with the pipeline discussion. President Burton did say that enrollment continues to be a challenge. Chair Hooper agreed to table it this item until the next meeting.
13. WNC Accreditation Process and Strategic Planning Update: President Burton explained that WNC is having an accreditation visit in April 2018 by Northwest Commission on Colleges and Universities, the accrediting body. Campus-wide efforts to prepare have been ongoing and the college is in good shape, but in conjunction with that we are in the last year of the college's current strategic plan which talks about the mission statement and core themes. President Burton said an ad hoc group will be formed to develop the strategic plan for WNC and that in new business he'd be requesting an action item for the next meeting to recruit one member of IAC who is willing to serve on the ad hoc strategic planning committee. The new strategic plan

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will be the guiding principles for the college for the next seven years.

14. Update on WNC IAC Membership and Nomination for Vacancy: President Burton said that Gerd Poppinga resigned from the Council and he represented manufacturing/machine tooling, so nominations from that industry might be good. President Burton asked IAC members to contact Chair Hooper individually to submit nominations. Chair Hooper suggested that the technology sector may be another area of representation to consider.
15. 2017-2018 WNC IAC Meeting Dates: Chair Hooper reviewed the dates provided on the agenda and asked if they would work for all members and several members said Thursday meetings will not work for them. Chair Hooper said no action would be taken at this time, but Deb Conrad would check the calendar to determine if Wednesday, August 16, 2017 would work and send out an email as soon as possible. President Burton said the dates for the rest of the fiscal year would be brought forward at the August meeting.
16. New Business: Chair Hooper noted the following items for new business that had been mentioned earlier in the meeting:
- A member from the IAC to put forward for WNC's ad hoc strategic planning committee;
 - Creating a counselor tour project to help familiarize counselors with the technical programs and careers that are available; members to bring forward ideas at the next meeting in order to take action on a plan for the tours;
 - Bring agenda item 12, WNC Enrollment Update, back to the next meeting in conjunction with an update on the pipeline project.

President Burton said an agenda item for the K-12 and higher education metrics Ricky Medina and Cathy Fulkerson have been working on has been tabled the last couple of meetings and should be brought forward next time. Chair Hooper also mentioned bringing in a presentation from Linda Hess of NSHE regarding a database Chair Hooper thought the IAC members should know about; President Burton said he would work with Cathy Fulkerson on it.

17. Public Comment:
- President Burton thanked the IAC members for their partnership and said the dual enrollment bill signing on campus today was related to the work of the IAC.
 - Rupert Ruiz asked if WNC works with the governor's office in regards to the opportunities created by the college and keeping graduates in Nevada. Chair Hooper replied the pipeline project is about this issue. President Burton suggested that Frank Woodbeck, Vice Chancellor for Workforce Development, who is working on this issue, be invited to the August meeting to participate in a discussion about this issue.

11:58 – Jeff Gordon left the meeting

11:59 – Teri White left the meeting

- Georgia White said in terms of recruiting educators for Nevada, plans are being made to incorporate introductory education courses into Jump Start so students can become substitute teachers when they have their associate's degree and while they are continuing their education. Georgia White added she is working on getting funds to promote education as a career.

Adjournment: The meeting adjourned at 12:00 p.m.

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Respectfully submitted,

Deb Conrad

Handouts for this meeting can be found on the following link:

<http://www.wnc.edu/president/institutional-advisory-council/>

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