**Amended**

**NOTICE OF PUBLIC MEETING**

**WESTERN NEVADA COLLEGE**

**Institutional Advisory Council**

Nevada System of Higher Education

WNC Carson City Campus

Bristlecone Building – President’s Board Room

2201 W. College Parkway, Carson City, NV 89703

Interactive video hook-up

WNC Fallon Campus / Virgil Getto Hall – Room 308

160 Campus Way, Fallon, NV 89406

Friday, August 19, 2016, 10:00 a.m.

Members of the public may attend the meeting and provide testimony or public comment at these sites via video or telephone conference connection.

**IMPORTANT INFORMATION ABOUT THE AGENDA AND PUBLIC MEETING**

**NOTE:** Below is an agenda of all items scheduled to be considered. Notification is hereby provided that items on the agenda may be taken out of order and presented, two or more agenda items may be combined for consideration, and an agenda item may be removed from the agenda or discussion relating to an item on the agenda may be delayed at any time.

Some agenda items are noted as having accompanying reference material. Reference material may be accessed on the electronic version of the agenda by clicking the reference link associated with a particular item. The agenda and associated reference material may also be accessed on the Internet by visiting the Western Nevada College’s (WNC) Institutional Advisory Council’s webpage at: <http://www.wnc.edu/president/institutional-advisory-council/>.

Many public libraries have publicly accessible computer terminals. Copies of the reference material and any additional support materials that are submitted to the WNC Institutional Advisory Council staff and then distributed to the members of the WNC Institutional Advisory Council after the mailing of this agenda but before the meeting, will be made available as follows: Copies of any such materials are available at the WNC Carson City Campus, 2201 W. College Parkway, Carson City, NV 89703, and the Fallon Campus, 160 Campus Way, Fallon, NV 89406. A copy may be requested by calling (775) 445-4236. Copies of any such materials will also be available at the meeting site.

Reasonable efforts will be made to assist and accommodate physically disabled persons attending the meeting. Please call the WNC President’s Office at (775) 445-4236 in advance so that arrangements may be made.

# AGENDA

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| *Call to Order of the WNC Institutional Advisory Council* | | |
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| **1.** | **Call to Order and Roll Call** (5 minutes)  IAC Chair Rob Hooper will call the meeting to order and  Request a roll call be taken.   * Rachel Dahl \_\_\_\_\_ * Tim Dyhr \_\_\_\_\_ * Jeffrey Gordon \_\_\_\_\_ * Rob Hooper, Chair \_\_\_\_\_ * Laura Ijames \_\_\_\_\_ * Nick Marano \_\_\_\_\_ * Ricky Medina \_\_\_\_\_ * Mary Pierczynski \_\_\_\_\_ * Gerd Poppinga, Sr. \_\_\_\_\_ * Cary Richardson \_\_\_\_\_ * Bus Scharmann \_\_\_\_\_ * Hoyt Skabelund \_\_\_\_\_ * Robert Slaby \_\_\_\_\_ * Richard Stokes \_\_\_\_\_ | **Information Only** |
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| **2.** | **Remarks from WNC President Chester Burton** (5 minutes)  WNC President Chester Burton will provide welcome remarks and introduce college staff attending. | **Information Only** |
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| **3.** | **Remarks from WNC IAC Chair Rob Hooper** (5 minutes)  WNC IAC Chair Rob Hooper will provide welcome remarks. | **Information Only** |
| **4.** | **Public Comment**  Public comment will be taken during this meeting. No action may be taken on a matter raised during this meeting until the matter is included on an agenda as an item on which action may be taken. Comments will be limited to two minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name. The Council Chair may elect to allow additional public comment on a specific agenda item when that agenda item is being considered.  In accordance with Attorney General File No. 00-047 (April 27, 2001), as restated in the Attorney General’s Open Meeting Law Manual, the Council Chair may prohibit comment if the content of that comment is a topic that is not relevant to, or within the authority of, the WNC Institutional Advisory Council, or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers. | **Information Only** |
| **5.** | **Remarks from WNC IAC Members** (15 minutes)  Institutional Advisory Council members are welcome to provide brief remarks. Each Council Member’s remarks should be limited to three minutes. | **Information Only** |
| **6.** | **Approval of Minutes from May 19, 2016** (5 minutes)  Request is made to approve minutes from the May 19, 2016 WNC Institutional Advisory Council meeting.  (Attachment can be found at:  <http://www.wnc.edu/president/institutional-advisory-council/>) | **For Possible Action** |
| **7**. | **Chair’s Report on the last Board of Regents Community College Committee meeting** (5 minutes)  Chair Hooper will report on the topics covered at the last Board of Regents Community College committee meeting.  (Attachment can be found at:  <http://www.wnc.edu/president/institutional-advisory-council/> | **Information Only** |
| **8.** | **Chair’s Report on the last IAC Chairs Meeting** (5 minutes)  Chair Hooper will report on the topics covered at the last IAC Chairs meeting. (Attachment can be found at:  <http://www.wnc.edu/president/institutional-advisory-council/>) | **Information Only** |
| **9.** | **Chair’s Report on the Presentation to the Board of Regents** (5 minutes)  Chair Hooper will report on the presentation about Western Nevada College’s Institutional Advisory Council that was given to the Board of Regents at the June meeting. (Attachment can be found at:  <http://www.wnc.edu/president/institutional-advisory-council/>) | **Information Only** |

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| **10.** | **Review of the WNC Performance Metrics Presentation at the June Board of Regents meeting** (10 minutes)  President Burton will review the WNC Performance Metrics presentation from the June Board of Regents meeting. (Attachment can be found at:  <http://www.wnc.edu/president/institutional-advisory-council/>) | **Information Only** |
| **11.** | **Discussion on plan to achieve Objective 1: Recruitment of qualified students to career programs to support workforce development** (25 minutes)  Chair Hooper will lead a discussion on the first of the five top objectives of WNC’s IAC: Recruitment of qualified students to career programs to support workforce development. The discussion will focus on what actual projects and work the IAC can take on to drive this recruitment and what metrics can be used to measure the success of projects. Chair Hooper will ask for recommendations from Council members to determine action to be taken toward meeting the objective. Suggestions from the May 19, 2016 meeting included:   * Communicating to high school and middle school students regarding career program options. * Increasing educator awareness of career program options. * Increasing parent awareness of career program options. * Providing opportunities for job-shadowing to high school students. | **For Discussion and**  **Possible Action** |
| **12.** | **Discussion on and development of key talking points which will allow IAC members to represent the IAC publicly and with a uniform message.** (15 minutes)  Chair Hooper will lead a discussion to determine the key talking points about the IAC which will allow members to represent the IAC to the public with a uniform message. Chair Hooper requests recommendations from the members in order to develop a draft of the key talking points. | **For Discussion and**  **Possible Action** |
| **13.** | **Discussion on the feasibility of adding a “career link” to the WNC website which links to NNDA and other sites.** (10 minutes)  Chair Hooper will lead a discussion regarding the feasibility of adding a “career link” to the WNC website which links to NNDA and other sites. | **For Discussion** |

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| **14.** | **Review of the WNC FY 16 Budget and Budget Outlook** (10 minutes) | **Information Only** |
|  | President Burton will review the FY 16 budget and budget outlook. |  |
| **15.** | **Fall 2016 Enrollment Challenges** (5 minutes) | **Information Only** |
|  | President Burton will discuss the challenges WNC is facing with Fall 2016 enrollment. |  |
| **16.** | **Public Comment**  Public comment will be taken during this meeting. No action may be taken on a matter raised during this meeting until the matter is included on an agenda as an item on which action may be taken. Comments will be limited to two minutes per person. Persons making comment will be asked to begin by stating their name for the record and to spell their last name. The Council Chair may elect to allow additional public comment on a specific agenda item when that agenda item is being considered.  In accordance with Attorney General File No. 00-047 (April 27, 2001), as restated in the Attorney General’s Open Meeting Law Manual, the Council Chair may prohibit comment if the content of that comment is a topic that is not relevant to, or within the authority of, the WNC Institutional Advisory Council, or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers. | **Information Only** |
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**This notice and agenda has been posted on or before 9:00 am on the third working day before the meeting, in accordance with NRS 241.020, at the meeting location and at the following public locations:**

* WNC’s President’s Office/IAC website (<http://www.wnc.edu/president/institutional-advisory-council/>)
* The Nevada Public Notice website pursuant to NRS 232.2175 (<http://notice.nv.gov/>)
* WNC Carson City Campus, Lobby, Bristlecone Building, 2201 W. College Pkwy, Carson City, NV 89703
* WNC Carson City Campus, Aspen Building, 2201 W. College Parkway, Carson City, NV 89703
* WNC Fallon Campus, Virgil Getto Hall, 160 Campus Way, Fallon, NV 89406
* NSHE Administration North, 2601 Enterprise Road, Reno, NV 89512