

**WESTERN NEVADA COLLEGE
INSTITUTIONAL ADVISORY COUNCIL MEETING MINUTES**

*Audio recording of meeting available at:
<http://www.wnc.edu/president/institutional-advisory-council/>*

Wednesday, May 9, 2018, 10:00 a.m.
Western Nevada College – Carson City Campus
2201 W. College Parkway, Carson City, NV 89703
President’s Board Room

Interactive video hook-up from the meeting site to:
Fallon Campus - Virgil Getto Hall – Room 309

MEMBERS PRESENT:

- Tim Dyhr, Vice President, Nevada Copper (arrived at 10:30 a.m.)
- Mark Ghan, Acting President, WNC
- Rob Hooper, Executive Director, NNDA/IAC Chair
- Laura Ijames, Secretary, Fallon Paiute-Shoshone Tribe (Fallon)
- Mike Jackson, CEO, Micromanipulator Company
- Michelle Joy, VP/COO, Carson Tahoe Health
- Alan Jurkonis, President, American AVK
- Nick Marano, City Manager, Carson City
- Ricky Medina, Director, Assessment/Accountability, Carson City School District
- Mary Pierczynski, Educator
- Bus Scharmann, Commissioner, Churchill (Fallon)
- Richard Stokes, Superintendent, Carson City School (arrived at 10:15 a.m.)
- Theresa White, Superintendent, Douglas County School District

MEMBERS ABSENT:

- Cary Richardson, COO, Miles Construction
- Rupert Ruiz, CPLC, Inc., Nevada President (via phone)

WNC STAFF PRESENT:

- Darla Dodge, VP of Finance & Administrative Services
- Deb Conrad, Assistant to the President, (Recorder)
- Scott Morrison, Vice President of Academic Affairs
- Georgia White, CTE Director

GUESTS PRESENT:

- Shelly Aldean, Circles Initiative
- Carol Del Carlo, NSHE Regent, District 9
- Kathy Halbardier, Join Inc. / WNC Foundation
- Bob Hastings, Join Inc.
- Frank Woodbeck, Executive Director for Workforce Development
- Sheri Woodsgreen, WISE Ventures

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.
2. Public Comment: No public comment in Carson City or Fallon.
3. Approval of Minutes from January 31, 2018: Chair Hooper asked all members to review the minutes from January 31, 2018. (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. **Ricky Medina motioned to approve the minutes. Nick Marano seconded the motion.** No further discussion. **Motion carried by unanimous vote.**
4. Introduction of new IAC Member, Alan Jurkonis: Chair Hooper introduced Alan Jurkonis, president of American AVK as the new member of the IAC, approved in March by the chancellor and chair of the Board of Regents. Alan Jurkonis explained that American AVK is well-known for making fire hydrants and valves and added he is proud to be a part of this council.
5. Remarks from WNC President Mark Ghan: President Ghan distributed a handout to council members and reviewed the highlights. (Handout can be found online at: <http://www.wnc.edu/president/institutional-advisory-council/>).
6. Remarks from WNC IAC Chair Rob Hooper: Chair Hooper said with the legislative session coming up next spring, the challenge for the IAC will be to prepare support the college initiatives as needed. Chair Hooper also apologized that he would need to leave the meeting about halfway through to attend an event and that President Ghan would chair the meeting from that point on.
7. Remarks from WNC IAC Members: Chair Hooper asked for comments from IAC members. Nick Marano announced that Carson City negotiated with the Hop and Mae Adams Foundation to take over the operation of the Adams Hub, saying that the foundation donated a three-year lease for \$1 a year and provided \$200,000 a year in the form of a grant. Marano also announced that he is leaving his position as City Manager as of June 1, 2018 and at the pleasure of the chair, he will either continue on the council or tender his resignation.
8. Vice Chancellor for Community Colleges Update: NSHE's Executive Director for Workforce Development, Frank Woodbeck, provided the update on behalf of Nate Mackinnon who could not be in attendance at this meeting. Woodbeck said the entire System office was looking forward to working with incoming president Dr. Solis. Woodbeck provided an update on the more than 12,000 Nevada Promise applicants, saying 3,476 met all the deadlines and requirements to receive the scholarship. Woodbeck said the chancellor had requested that an advisory council be formed to provide industry "intelligence" on challenges in the workforce and to ensure our institutions are providing the right curricula. The first meeting was held last week. The plan is to later regionalize the efforts and will include the presidents of the institutions.

9. Report on the last Board of Regents Community College Committee Meeting: Chair Hooper reported on the February 22, 2018 Community College Committee meeting providing brief updates on each of the presentations given at that meeting and stating the presentation on WNC's Latino cohort was well received and WNC should be proud of the results of that program. Chair Hooper also said he provided his annual report on the WNC IAC at the meeting.
10. Review of WNC's Accreditation Site Visit and Evaluation: President Ghan said the preliminary result was five commendations and four recommendations. The college was commended for raising funds to improve academic and student support spaces, transparent communication, resiliency of faculty, staff and administration in overcoming severe budget cuts, investing in innovative strategies to increase access and for Fallon's commitment to its community. The recommendations the college received were that the college fully implement its plan to conduct comprehensive assessment, evaluate and utilize assessment results to drive decision-making, implement fully its plans for continuity in the face of catastrophic events and that the institution undergo an annual external audit. President Ghan pointed out that WNC does an annual audit as part of the audit performed system-wide and out which comes an individualized audit for WNC. Vice President Scott Morrison reviewed the evaluation process and said there was a sense that the college community was encouraged by the process.

10:39 a.m.: Teri White left the meeting; a quorum was still present.

10:45 a.m.: Rob Hooper and Nick Marano left the meeting; a quorum was still present. Acting President Ghan took over to chair the meeting.

11. ROADS Work Group Update: Sheri Woodsgreen, chair of ROADS work group, distributed a handout which outlined the modules of progress from building the partnerships and program to assessing statewide results. (Handout available at: <http://www.wnc.edu/president/institutional-advisory-council/>). Woodsgreen, Shelly Aldean and Al Jurkonis, all members of the ROADS work group, provided an update on the progress of the work group which had its first meeting last week. The group has been researching and reviewing other similar programs and has determined one of the biggest key elements for a successful program is getting the social, public and private sector all working together toward a common goal. The group believes more industry involvement in terms of communicating what the ideal recruit looks like for the various industries and also in terms of hiring graduates. The model now is that the education and service sectors adapt and evolve to meet the needs of industry, and industry has a tendency to maintain the status quo. The work group will continue its research and continue to develop its plan.
12. Expanding the Available Nevada Workforce – The SNAP Training Program Pilot: Frank Woodbeck, NSHE's Workforce Development Executive Director, gave a presentation on the SNAP Training Program Pilot. (Presentation can be found online at: <http://www.wnc.edu/president/institutional-advisory-council/>) Woodbeck reviewed the purpose of the program, the research behind it and the next steps, the requirements, including funding, potential roadblocks and the desired outcomes of the program.
13. Report on March and April 2018 Meetings of the Legislative Committee on Education: Mary Pierczynski reported that the March meeting was focused on early childhood education, so not as pertinent to this group. The April meeting, however, was focused on teacher training and

NSC, UNLV, UNR and GBC gave presentations on initiatives at their institutions in regards to teacher training and addressing the shortage of teachers. Pierczynski said this was in contrast to a presentation given on what some of the more advanced countries, like Finland, do to train and support teachers. Teacher pay was emphasized during the meeting as was the preparation and support of new teachers. May's meeting is primarily about K12 issues, but at the June meeting NSHE will be there to present on the Nevada Promise Scholarship.

14. Rural Campus Update: Vice President of Academic and Student Affairs Scott Morrison provided an update on Fallon and rural outreach. Morrison first gave an overview of enrollment, including the amount by which online enrollment has increased as WNC has increased its online courses and offerings. Morrison said conversations have begun about enhancing the Fallon campus and making it a hub for rural access and that will be part of the responsibilities of the Fallon and Rural Outreach Director position, which is currently being searched. The college is looking to increase certifications and trainings offered at the Fallon campus and hopes to add advanced manufacturing and cybersecurity. The welding space has been upgraded and the recently-restarted Fallon Nursing program has a first and second year cohort. Bus Scharmann voiced his concerns about the lack of evening class availability and whether or not WNC was ready for the growth occurring in some of the rural areas.
15. Update on WNC's Strategic Planning Process: Dr. Georgia White, Career & Technical Education Director at WNC, provided a brief review of the three meetings that have taken place so far to gather input on values that guide the college, the vision, mission, core themes and possible actions. White added that once the new president comes on board, his or her input will be added. White said a survey highlighting the concepts would be sent out to receive input on rank ordering as a way to estimate intensity of support for each concept. Information about the process can be found on WNC's website at <https://www.wnc.edu/institutional-research/strategic-planning/>.
16. WNC Foundation Update: Niki Gladys, WNC Foundation Director, distributed materials (Handouts can be found online at: <http://www.wnc.edu/president/institutional-advisory-council/>) to the group and reviewed the three main focuses of the Foundation: scholarships, events and grants, all of which are designed to friend- or fundraise and connect the community with the college. Gladys invited all to consider attending the Reach for the Stars Gala in August and the Annual Golf Tournament in September, as well as participating in a committee for any of the upcoming fundraisers. Gladys also discussed the difficulties in promoting the Fund Your Future scholarship, which is intended to provide full scholarships for Welding, Machine Tool & Manufacturing Technician, Auto/Diesel and HVAC certificates, a scholarship which seems like should be of great interest in a time when industry is calling for an educated workforce.
17. New Business: President Ghan asked if there was any new business. Deb Conrad said an email to determine meeting dates for the next year would be sent out to IAC members in the near future.
18. Public Comment: President Ghan thanked the IAC members for their contributions to making WNC better.

Adjournment: The meeting adjourned at 12:02 p.m.

Respectfully submitted,

Deb Conrad

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

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DRAFT