

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

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

Tuesday, November 20, 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 313

MEMBERS PRESENT:

- Rob Hooper, President/CEO, NNDA/IAC Chair
- Laura Ijames, Secretary, Fallon Paiute-Shoshone Tribe (Fallon)
- Mike Jackson, CEO, Micromanipulator Company
- Alan Jurkonis, President, American AVK
- Ricky Medina, Director, Assessment/Accountability, Carson City School District
- Mary Pierczynski, Educator
- Rupert Ruiz, CPLC, Inc., Nevada President (telephone)
- Bus Scharmann, Commissioner, Churchill

MEMBERS ABSENT:

- Bob Crowell, Mayor, Carson City
- Tim Dyhr, Vice President, Nevada Copper
- Michelle Joy, VP/COO, Carson Tahoe Health
- Cary Richardson, COO, Miles Construction
- Richard Stokes, Superintendent, Carson City School
- Theresa White, Superintendent, Douglas County School District

WNC STAFF PRESENT:

- Vincent Solis, President
- Deb Conrad, Assistant to the President, (Recorder)
- Mark Ghan, Vice President of Special Projects and General Counsel

- Scott Morrison, Vice President of Academic and Student Affairs
- Georgia White, Director, Career and Technical Education

GUESTS PRESENT:

- Shelly Aldean, Circles Initiative/ROADS work group
- Carol Del Carlo, Regent
- Jason Geddes, Regent
- Bob Hastings, JOIN
- Al Kramer, Nevada Assemblyman
- Nate Mackinnon, Vice Chancellor for Community Colleges
- Lynn O'Mara, NNDA
- RJ Ramirez, JOIN
- Maggie Scott, NNDA
- Lisa Torres, JOIN
- Evelyn Wheeler, NNDA

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: Chair Hooper asked for public comment and there was none.
3. Approval of Minutes from August 29, 2018: Chair Hooper asked all members to review the minutes from August 29, 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. Bus Scharmann motioned to approve the minutes. Ricky Medina seconded the motion. No further discussion. Motion carried by unanimous
4. Remarks from WNC President Vincent Solis: President Solis welcomed Regent Del Carlo and Regent Geddes and thanked them for their attendance. President Solis kept his remarks brief, but did report that WNC and some of its sister institutions along with the assistance of Vice Chancellor Mackinnon, Chancellor Reilly and Chief of Staff Flores are working with a group of institutions in Mexico to conduct some teacher training programs as well as enroll some students. President Solis also announced the strategic planning process is in its final stages and will be submitted to the Board of Regents for approval at the spring meeting.
5. Remarks from WNC IAC Chair Rob Hooper: Chair Hooper said that five companies from Poland had been to the area to visit and that three of them need to connect with WNC. Chair Hooper remarked on the growing importance of the role of the IAC and thanked the members for their service. President Solis added WNC is already working with a company

from Poland who will pilot a program through continuing education to teach coding and eventually they hope to add entrepreneurial skills as well.

6. Remarks from WNC IAC Members: Bus Scharmann said he had gotten word about creating a rural-focused workgroup and that Scharmann should be meeting with Chair Hooper and President Solis on this. Chair Hooper let Bus Scharmann know the item is on today's agenda.
7. Vice Chancellor for Community Colleges Update: NSHE's Vice Chancellor for Community Colleges, Nate Mackinnon, provided an update to the IAC regarding issues affecting the community colleges. Mackinnon said three new regents have been elected from Clark County to join the Board of Regents in January; Mackinnon also congratulated Regent Del Carlo on her re-election for a six-year term. Mackinnon said WNC started a new radio show for which President Solis and VC Mackinnon are hosts. Mackinnon shared the priorities developed during this past summer's retreat with the community college presidents and which are items to work on collaboratively over the year:
 - Implementing an early alert system to improve student success and retention. The four community colleges are in various stages of implanting Starfish which is designed to use predictive analytics and identify factors that cause students to drop out. The colleges were able to leverage the value to get incredible pricing on the product.
 - Working on advising with the ultimate goal being every student is advised. Advising is handled differently across the system and the first steps toward this goal are to determine where the colleges are now and how to align with best practices in the system and nationally.
 - Developing guided pathways to success. CSN is leading the way with the help of a grant CSN received. CSN's pilot will provide information the other colleges can use to move forward.
 - Developing a common application for the community colleges instead of each college having its own process.
 - Reviewing Institutional memberships to determine which are relevant and necessary and where money could be saved by subscribing together.

Mackinnon also said the MGM Employee Program is kicking off which allows MGM employees to take fully online courses and MGM will pick up the cost after the amount of financial aid has been determined. Mackinnon invited IAC members to the NSHE Student Success Summit meeting coming up in January. The meeting is open to the public and will be offered via Interactive Video at the System Office in Reno. The summit will bring aspiration peers who have had dramatic success in increasing student success. Mackinnon provided an update on Nevada Promise reporting 13,500 applications for the Nevada Promise Scholarship were received statewide and saying one focus for this year is increasing the matriculation rate. Mackinnon emphasized the need for mentors and encouraged all

IAC members to be a mentor as well as invite others to join them in mentoring which is a requirement of the Nevada Promise Scholarship.

12. Request for input for the Chancellor's Workforce Advisory Group Assignment: Chair Hooper announced that agenda item 12 would be taken out of order to ensure the members had sufficient time to discuss the item. Chair Hooper briefly provided background about the Chancellor's Workforce Advisory Group and explained that NNDA had been tasked with holding listening sessions with several industry sectors to. One meeting like this has already been held in Elko. NNDA has been tasked to do the same type of thing for this region and Chair Hooper thought it would be appropriate to bring to this group. Chair Hooper asked the IAC members to consider what kinds of questions should be asked. The industry sectors being addressed at this point are advanced manufacturing, technology and health care. Nate Mackinnon added that it is more important to determine the skills sets industry desires than the certificates because once the skill sets are identified, then the appropriate certificate or credential programs can be identified. Bus Scharmann had a number of questions: 1.) What are their educational needs? Sometimes companies want basic skills like a good work ethic, reading and writing or is there more specific training that needs to be offered? 2.) What specific training is needed? Are there apprenticeship programs that students need to enter into? Will this be needed for current or future employees 3.) Will the courses need to be credit bearing? 4.) What is the commitment of the company? Will the company pay for the credit? Will the company include the equipment? How much of a commitment is industry willing to make or is it all up to Western? 5.) Where are the jobs? Nate Mackinnon agreed that many employers say they just need basic skill sets and they'll train the employees on the rest of what is needed. Mackinnon said this becomes the message from employers when the unemployment rate is low. Mackinnon suggested the community needs to push back and that an educated workforce is necessary and that on the job training costs employers money and time. Scharmann added that questions need to be formulated to find out what companies really want because the companies don't really know what they want. Georgia White added that discovering the expectations for career advancement in that industry would be useful. President Solis said as Nevada looks at how it diversifies its economy, employers need to re-examine whether or not companies are able to attract and keep young people with advanced technical skills. Mike Jackson commented that manufacturing businesses have different strata of education required for different jobs. Jackson also said people need to be trained on enough in the generalities so the person can translate to a specific business. Laura Ijames said it would be important to know specifics about what training needs to be provided. Bus Scharmann added that industries need to know that WNC has partners who can fill gaps that may need to be filled in the required training. Chair Hooper said it would be good to know how industries anticipate future needs. Chair Hooper asked members to email any other input to him.

8. Report on the last Board of Regents Community College Committee meeting: Chair Hooper said in addition to what Nate Mackinnon reported on, the last meeting covered the issue of part-time students and how to get them to become full-time students.
9. ROADS Work Group Update: Shelly Aldean said the group is working to find funding sources for the program at the state and federal level. Aldean distributed and read a flyer outlining how ROADS is different from and complimentary to JOIN. (The flyer can be found here: <https://www.wnc.edu/president/institutional-advisory-council/>) Assemblyman Al Kramer said he drafted a bill to request funding from the state for ROADS but later withdrew it at the request of DETR who said they would put the program in their budget, rather than having a separate BDR to request a piece of the state budget. Aldean announced that ROADS will operate under the umbrella of the Western Manufacturing Alliance. Aldean went on to discuss convening a formal advisory group to process applicants and the next steps for the program.
10. Update on WNC Strategic Plan: – President Solis asked VP Scott Morrison and Georgia White to provide an update. Morrison described what elements guided the process which included accreditation requirements and the NSHE goals and metrics. Morrison said WNC is the first NSHE institution to go through the process with the NWCCU changes and the new NSHE goals. White said the strategic planning working group has taken several pathways to ensure the strategic plan aligns with NSHE and NWCCU and the document will become the guiding document for the institution and highlights the strengths of institution.
11. Rural Outreach Work Group Update – Chair Hooper said he and President Solis are interested in receiving more input from the broader region and described the idea behind this work group is to get input specifically about rural issues. President Solis said the group can help the college hone in on where the opportunities are and then making sure the access to education is there. Scott Morrison added there are upcoming partnerships with CCSD and LCSD to expand dual credit CTE opportunities to high school students. Other offerings include opening up dual credit pathways overall, adding a CDL certificate through community education, expanding EMS training and continuing to provide the CNA program. Morrison said that idea is to create an onsite presence in conjunction with interactive video. Bus Scharmann commended the college for rededicating efforts for the rural areas. Further discussion among the group occurred regarding night classes, the difference between Jump Start and other dual enrollment classes, the potential of utilizing high school teachers, if they are qualified, to teach college level courses on their campus and reaching Fernley, Yerington and other areas.

11:32 a.m. Laura Ijames left the meeting. A quorum was no longer present.

13. New Business: Chair Hooper asked for new business. Bus Scharmann said he wanted to ensure the college was not bypassing the reservations when discussing rural outreach. Scharmann added that there is difficulty in offering classes onsite, but also difficulty in those on the reservations traveling to school. Chair Hooper suggested the IAC should invite the tribes to do a presentation to the IAC on their needs.
14. Public Comment: Lynn O'Mara offered insights on previous listening conducted in healthcare and also said NNDA is working with the tribes in regards to economic development. Bob Hastings, Chairman of the Lyon County Commission, said he was at the meeting for JOIN today and asked that the group step back and evaluate the ROADS program and whether or not it is duplicating the efforts of JOIN and splitting already scarce dollars. RJ Ramirez, JOIN's regional manager for Carson City wanted to state for the record that it is not his position to approve or disapprove of the ROADS program.

Meeting adjourned 11:51 a.m.

APPROVED 03.21.2019