WESTERN NEVADA COLLEGE

INSTITUTIONAL ADVISORY COUNCIL MEETING

Minutes

Tuesday, August 25, 2015

10:00 a.m. – 11:30 a.m.

Bristlecone Building, Board Room

Carson City Campus

Video Connection from the meeting site to:

Fallon Campus, VRGH 309

MEMBERS PRESENT:

 Chet Burton, WNC President

 Rachel Dahl, Executive Director, CEDA

Tim Dyhr, Vice President, Nevada Copper (via telephone)

Jeffrey Gordon, Plant Manager, GE/Bently

Rob Hooper, Executive Director, NNDA

 Laura Ijames, Secretary, Fallon Paiute-Shoshone Tribe

Nick Marano, City Manager, Carson City

 Ricky Medina, Director Assessment/Accountability, Carson City School District

 Gerd Poppinga, Sr., CEO/President, Vineburg Machining

 Cary Richardson, COO, Miles Construction

 Bus Scharmann, Commissioner, Churchill County (via IAV-Fallon)

 Hoyt Skabelund, CEO, Banner Churchill Hospital (via IAV-Fallon)

 Robert Slaby, Superintendent, Storey County School District

MEMBERS ABSENT:

 Laura Ijames, Secretary, Fallon Paiute-Shoshone Tribe

 Mary Pierczynski, Educator

Ad hoc MEMBERS PRESENT:

 Richard Stokes, Superintendent, Carson City School District

 Sandra Sheldon, Superintendent, Churchill County School District

WNC STAFF PRESENT:

Bonnie Bertocchi, Assistant to the President (Recorder)

Sherry Black, Director, Fallon Campus (via IAV)

Anne Hansen, Director, Information and Marketing Services

Mark Ghan, Vice President of Administrative and Legal Services/General Counsel

Scott Morrison, Academic Director, Liberal Arts

Robert Wynegar, Vice President of Academic and Student Affairs

Call to Order

1. Call to Order and Roll Call: Chair Rob Hooper called the meeting to order at 10:02 a.m. and asked for roll call. Roll call was taken and a quorum was present.
2. Remarks from WNC President Chester Burton: President Burton provided the following remarks:
	* Enrollment is currently flat, but classes had already started this date last year, so the comparison is off. There are four days remaining until classes start this year, so it is expected that the numbers should be up by 2 to 3% by start-up.
	* The Bristlecone Building is undergoing changes with the removal of the old non-compliant ADA ramp at the north end. He said the removal of the ramp creates an open area for use by students. He said new furniture would be added, noting that the furniture in that area that had not been updated since the 1970s.
	* A new vendor has contracted with WNC to run the Sedway Café. Roundabout Catering will open for business next week with made-to-order and grab-and-go options for WNC students and staff.
	* The Fallon Campus has had several changes over the summer. The library in Fallon was remodeled and will be open in late October. Three new classrooms are completed and ready for the fall semester, and the Fallon computer lab should be ready for students in a few weeks.
	* The bridge-funding granted this legislative session allowed WNC to expand the Jump Start College program. Last year the program had 140 students enrolled, and this year it has more than doubled to 300.
	* Twenty-three new employees were welcomed at the new hire orientation, eight of which are faculty. This is the largest number of new hires since the recession.
3. Follow-up on Campus Metrics provided by WNC President Chester Burton: In response to a request made at the May, 2015 IAC meeting, Chet provided a handout containing current WNC metrics which are tracked to meet NSHE, federal, accreditation, and Board of Regents’ reporting requirements. Among metrics of priority to WNC are enrollment, graduation rates, persistence rates, transfer rates, student population (profile), ratio of overhead, and cost per student. Chet asked IAC members to look at the handout and let him know if there is anything they would like to discuss further, or if there are other metrics they believe should be tracked. He also said if there are areas where data could be shared between WNC and the school districts, to please let him know. Chet said the presidents’ performance metrics are tracked by the Chancellor and that NSHE presidents are held accountable to the Chancellor and the Board of Regents. Rob said, as a group the IAC should serve an ambassador role in the community, and these metrics should help with that.
4. Comments from WNC IAC Chair Rob Hooper: Rob welcomed IAC members and said he was excited about the ways in which the council would be working with WNC. Rob said he would provide an update a little later in the meeting about the quarterly meeting he attended with other community college advisory council chairs and system representatives. Rob said he spoke with representatives from the governor’s office and to the governor, and said they are becoming more informed about WNC and the college’s role in the community. He said the IAC could act as a conduit to help shift the focus with the governor and legislators on how they could better support community colleges during the next session.

Rob spoke briefly about the system community college meeting he attended as WNC’s IAC chair. He said the meeting consisted of reports from each community college IAC chair:

* CSN is focusing on the ten charges of the IAC, and building on success
* TMCC is focusing on who their students are and closing the gaps. They are also working to better understand formula funding. They are “moving from education to action”
* GBC is just getting started with their IAC
* WNC is working on developing an action plan for workforce development

The system-level Community College Committee should use the quarterly meetings to share information between councils and to learn from each other. Chancellor Klaich asked that each community college to make sure they have measurable metrics when developing programs. He said in the future, the council would have input on the presidential evaluation process. Regent Wixom stressed strongly that he would like the IACs to be a “loud” voice in the state, and that “Perception is the precursor to policy.”

Community college presidents gave and update on areas that their institutions are working on.

* CSN spoke about developing metrics
* TMCC is working on improving student access and spoke about sharing a library director with WNC
* WNC spoke about the success of the Jump Start College program

Rob said once the notes on the quarterly Community College Committee meeting are available, he would ask Bonnie to have them posted to the WNC IAC webpage.

1. Public Comment: None
2. Remarks from WNC IAC Members: Rob asked members for brief remarks.
	* Bus Scharmann said he was pleased with the changes to the Fallon campus, not only the changes to the facility, but with leadership, with the addition of Sherry Black as director. He said the foundation conducted a survey a few years ago on priorities, and the number one priority in Fallon was to have a facility to house the nursing program. He said that need has grown since the survey was conducted, and is a sign on what the needs are in that area. He said Sherry is working with Judy Cordia, WNC Nursing/Allied Health director and would be discussing allied health programs. Bus said he encourages efforts to restore healthcare programs in Fallon.
	* Bus Scharmann recommended an agenda item for the next IAC meeting. He said he would like a report on what WNC is doing to provide service to Hawthorne, Fernley, Yerington, Smith Valley and Silver Springs. He would also like to know if there are any discussions underway with Lyon County School District about meeting the needs for Tesla’s workforce.
3. Approval of Minutes from May 21, 2015; Rob asked council members to take a minute to review the minutes from May 21, 2015. Rob called for a motion to approve the minutes. Rachel Dahl moved to approve the minutes from May 21, 2015 as written. Cary Richardson seconded the motion. Motion carried with unanimous vote. The May 21, 2015 IAC minutes will be posted to the WNC website.
4. Presentation on how the IAC can support students entering the CTE workforce: Rob gave a PowerPoint presentation outlining a plan on how the Institutional Advisory Council and WNC could work together to spark student interest in education which would lead to a CTE career. He said he included information in the PowerPoint which was provided by Cary Richardson and Jeffrey Gordon, who were tasked with developing a plan at the last meeting. Highlights from the slides and comments follow:

Slide 1: Provided an overview of each subsequent slide

Slide 2: Provided a brief description of the background and purpose of the IAC

Slide 3: IAC bridges WNC with the community it serves by;

* Being ambassadors for WNC and carrying forward the college’s message
* Bringing feedback from the community back to the college leadership
* Understanding the college’s mission and have dialogue to align the mission with the community’s needs
* Building partnerships. Get and give advice to pass along
* Providing advice to the WNC leadership
* Becoming advocates

Slide 4: Provided strategies to support the ideas in the previous slide.

Rob asked for comments on the strategies proposed in slide 4. Jeff Gordon said that the IAC should be doing more talking than Chet during these meetings and providing more input. Rob said he would like the IAC for our region to be the leader within the community college committee by getting these strategies right and developing tactics.

Slide 5: Displays the proposed WNC workforce development “Career Hub” engine.

Rob suggested that all workforce development programs should be the focus. He said the biggest challenge is finding out how to get students to decide on a career path, and it might be better to ask students “Do you want to have a career?” Other suggestions to spark student interest in CTE included:

* Getting high school and college counselors to work with students to narrow down their career choices, and help students to understand what choices are open to them
* WNC can give the students the education and direction, and industries can provide details by informing students “this is what we do in our respective industry”
* To get students interested “field trips” should be offered to a variety of industries so students can see first-hand what they do. Early exposure is the key to sparking their interest

Slide 6: Provides a summary of the “Career Hub.” Jeff said the IAC would need more

information about the individual programs before they can effectively become advocates.

 Recommendations include:

* Early contact with students at high school and community college level
* Once a career path/program is selected, figuring out how to keep the student connected with industry employers (internships, etc.)
* Developing consistent information at the counseling level (i.e., here’s what is available, here is how to go get it)
* Informing parents, teachers as well as counselors about career path/programs available to their students
* Employers need to work with high school and college counselors to inform them of career opportunities

Slide 7: Explains LEAP (Learn and Earn Advanced Career Pathway)

LEAP is an adaptation of Germany’s vocational training system. Gerd said he is familiar with a local manufacturer’s vocational training program where current employees can choose a career path to “move up the ladder,” with the option to pause or stop at any time along the way, and then pick it up again if they choose. He said this program could be adopted by any profession, not only for the manufacturing industry. LEAP provides information on what training programs can be offered for “enter/exit” programs.

Slide 8: Provided an overview of the preliminary discussion, and steps to take to reach

 students. Rob said the IAC needs to focus on defining the “Career Hub,” and then

focus on how to get there. He said an easy framework should be developed. Nick Marano said it is important that the IAC speak with “one voice” when promoting this plan to the community and legislators.

No IAC action on this agenda item is required at this time.

1. Overview of the WNC Jump Start College Program: Bob Wynegar provided a hand-out with statistics on the Jump Start College program in partnership with 13 area high schools, the Nevada Homeschool Network, and the Nevada Virtual Academy. He gave a brief background on the program and its success. He said currently 1/8 of the college student population is enrolled in the Jump Start Program. He noted that there are now three tracks to fit student needs; Track A is for traditional transfer students, Track B is for those students who may not be quite ready for college, and Track C is for students interested in career and technical programs. He said overall completion rates for the spring 2015 semester was 96.7%. Rob Slaby received approval to share the success rates because he is interested in looking at different metrics other than ACT. Bob Wynegar said several Jump Start students will graduate from high school next year with their associate degree.
2. Nominations for replacement of the IAC Douglas School District Representative: Chet said two service area school superintendents serve as voting members on the IAC, and that the remainder of the school district superintendents serve as ad hoc members. He said the former Douglas County School Superintendent voting position is currently vacant. Chet called for a motion to add Teresa White, the current Douglas County School District Superintendent as an ad hoc member of the IAC. Rob Slaby moved to add Teresa White as an ad hoc member. Jeff Gordon seconded the motion. Motion carried by unanimous vote. Nominations will be taken and voted upon at the next IAC meeting to replace the voting member of the IAC that was vacated with the retirement of the Douglas County School Superintendent.
3. New Business: Rob Hooper asked members to email him and copy Chet with suggested agenda items for the meeting in November (specific date has not be set). He also asked for recommendations for alternate meeting locations such as the Douglas Campus, GE, or the Fallon Campus.

Chet said the tour of the Carson City campus requested by IAC members did not occur during the summer due to construction projects. He asked council members to provide Rob with their availability during the next month so a tour could be coordinated. It is possible that two tours could be conducted to accommodate schedules. He noted that no IAC business could be conducted during the tour.

1. Public Comment: Mark said he is working with the governor’s energy office on an RFP for energy savings measures to include the Cedar Building, and other areas of the Carson City campus. He said the RFP has been sent to approved vendors. An RFQ for a public/private partnership for a residence hall on the Carson City campus will go out within the next two to three weeks. Rob indicated he is familiar with vendors who build residence halls. Mark asked Rob to forward the list of those vendors to Business Center North so they could be considered.

Adjournment: The meeting adjourned at 11:50 a.m.

Respectfully submitted,

Bonnie Bertocchi

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

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

Minutes approved at the November 12, 2015 IAC meeting