WESTERN NEVADA COLLEGE

INSTITUTIONAL ADVISORY COUNCIL MEETING

Minutes

Thursday, November 12, 2015

1:00 p.m. – 3:00 p.m.

GE Bently

1631 Bently Parkway—Sierra Room

Minden, NV 89423

Telephone Connection from the meeting site to:

Fallon Campus, VRGH 309

MEMBERS PRESENT:

Chet Burton, WNC President

Rachel Dahl, Executive Director, CEDA

Jeffrey Gordon, Plant Manager, GE/Bently

Rob Hooper, Executive Director, NNDA/IAC Chair

Laura Ijames, Secretary, Fallon Paiute-Shoshone Tribe (from Fallon)

Nick Marano, City Manager, Carson City

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

Cary Richardson, COO, Miles Construction

Bus Scharmann, Commissioner, Churchill County (from Fallon)

AD HOC MEMBERS PRESENT:

Dr. Sandra Sheldon, Superintendent, Churchill County School District

Teresa White, Superintendent, Douglas County School District

MEMBERS ABSENT:

Tim Dyhr, Vice President, Nevada Copper

Mary Pierczynski, Educator

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

Hoyt Skabelund, CEO, Banner Churchill Hospital

Robert Slaby, Superintendent, Storey County School District

WNC STAFF PRESENT:

Bonnie Bertocchi, Assistant to the President (Recorder)

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

Jose Quiroga, SPFIE Representative

Georgia White, Academic Director, CTE

Robert Wynegar, Vice President of Academic and Student Affairs

GUESTS PRESENT:

Denise Castle, JOIN, Inc.

Valerie Melendez, NNDA

Call to Order

1. Call to Order and Roll Call: Chair Rob Hooper called the meeting to order at 1:04 p.m. and asked for roll call. Roll call was taken and a quorum was present.
2. Remarks from WNC President Chester Burton: Chet Burton provided the following remarks:

* The Department of Labor Grant and the STEM Grant would be discussed under the agenda today
* Several meetings with Tesla have taken place to help identify programs needed for their workforce
* The Board of Regents meeting will be held in early December. Chet said Rob Hooper would report on the last meeting of the system advisory council for community colleges
* The fall semester is coming to an end. With the help of Cary Richardson, WNC is looking at a full remodel of the manufacturing area in the Reynold’s Building. More to follow.

1. Remarks from WNC IAC Chair Rob Hooper: Rob Hooper said several manufacturers are looking to relocate in Carson City and the surrounding vicinity. He said NNDA is seeing much growth in the manufacturing area.
2. Public Comment: Denise Castle from JOIN, Inc. introduced herself to the IAC members.
3. Remarks from WNC IAC Members: Jeff Gordon thanked everyone for attending the meeting at GE. He said he attended the CTE Open House at WNC to look at the facilities, and is very impressed with the direction WNC is taking to develop a skilled workforce. Georgia White said her goal is to host an open house each semester.
4. Approval of Minutes from August 25, 2015: Rob Hooper asked all members to take a minute to review the minutes from August 25, 2015. Jeff Gordon moved to approve the minutes as written. Nick Marano seconded the motion. **Motion carried by unanimous vote.**
5. Chair’s Report on the last Board of Regents Community College Committee Meeting: Rob Hooper attended the Board of Regents Community College Collaborative Committee meeting on September 2, 2015. He provided a detailed report on discussions that took place which included detailed reports on institutional advisory council meetings from WNC, CSN, TMCC and GBC, followed by comments from Chancellor Klaich, Frank Woodbeck and Regent Melcher. Additional reports were given on the Community College Collaborative, Burning Glass, and the American College Promise Act 2015. Other reports included information on Promotion of Careers, Jump Start College, Shared Services, and Dual Enrollment Programs. Chair Hooper said the next meeting would take place on November 30. (Chair Hooper’s full report is available at <http://www.wnc.edu/president/advisory>)
6. Report on Service to Hawthorne, Fernley, Yerington, Smith Valley and Silver Springs: A request was made at the August 25, 2015 IAC meeting for a report on what WNC is doing to provide service in Hawthorne, Fernley, Yerington, Smith Valley and Silver Springs. Chet Burton explained that WNC cannot serve Hawthorne or Lovelock because they fall under the GBC service area. He said WNC is currently offering Jump Start College opportunities to Fernley high school students. Jump Start College classes are offered to Native American students from Pyramid Lake, including transportation if it is needed. Laura Ijames said that the Washoe Tribe would be interested in an MOU for Jump Start College. Chet noted that Jump Start College classes are offered to students in Yerington/Smith Valley onsite at the high school. He said Silver Springs falls under the Lyon County grant, and classes accommodating Silver Spring student would be held on the Fallon Campus. Bus Scharmann asked whether there are plans to extend delivery of classes in the evening for adult students. Discussion followed on the possibilities of offering interactive video classes vs. onsite classes and the number of students that would be required. Georgia White added that she is working with the high schools and making sure the articulation agreements are tight. She would like to bring high school students to campus to tour the CTE department, and to meet with student services for information on programs which are offered. She said high school counselors are focused on college degree programs, and need to expand their mindset to include CTE areas.
7. Report on Serving the Needs for Tesla’s Workforce: This agenda item is postponed to the next institutional advisory council meeting.
8. Update on the Status of the Recently Awarded Grants: This agenda item is postponed to the next institutional advisory council meeting.
9. Review of the Key WNC Metrics Passed Out at Last Meeting: (This agenda item was taken out of order.) Discussion on metrics took place. Chet Burton requested that IAC members review the metrics and let him know if there are some numbers that need to be changed, or other areas that need to be measured. Ricky Medina said the Carson City School District would like to share metrics with WNC to possibly bridge any gaps. Rob Hooper asked for suggestions from IAC members on how to improve metrics. Ricky Medina suggested looking at which pathways in high school leads to these numbers; identify and build to get more students to go to college. Chet said he would meet with Ricky Medina and Cathy Fulkerson, WNC Director of Institutional Research, to look at sharing, identifying and building on these metrics**.** Chet will report on the outcome of this meeting at the next IAC meeting. Rob asked all IAC members to go through the metrics and to provide him with their top 10. He will compile the results and create a top 10 list for review and discussion at the next IAC meeting. He said if a new metric is identified that isn’t currently measured, to let him know. A one-page dashboard of metrics with numbers of most importance will then be developed.
10. Formation of a Career Hub to Assist in Guiding New WNC Students to CTE Career Paths: Rob Hooper said they are looking at the formation of a career hub within WNC, which would promote careers which have a “quick stopping” point. Nick Marano said he received feedback from a local automobile dealership which said they cannot find enough qualified employees. It was suggested that the career hub would need to be in-tuned with employer demands, and have a systematic way to present the career options. Georgia White said she would meet with Nick Marano because the CTE department has taken the role of continuous improvement. She asked all IAC members to contact her if they hear community feedback, be it good or bad. Discussion took place on the formation of the Career Hub with the following recommendations: Advertising would be an important component to get the word out on where the connections are to the job market. Working with local high school counselors to provide them with information on CTE career paths available to students. Identifying partnering opportunities with specific companies. Discussion took place on holding a “counseling summit” between WNC, local high school counselors, and representatives from industries to discuss their needs and educational opportunities. Mark said it should be crystal-clear what the industry is looking for that they are not currently getting from the workforce. They need to provide WNC with specifics.
11. Replacement of the IAC Douglas School District Superintendent: Chet Burton explained that a school district superintendent position on the IAC is vacant due to the resignation of the Douglas School District Superintendent. Chet moved to nominate Richard Stokes, Carson City School District Superintendent to fill the vacancy. Ricky Medina seconded the motion. **Motion carried by unanimous vote.**
12. New Business: None.
13. Public Comment: Chet announced the following:

* The Fallon Campus would be hosting an open house on Friday, December 11, 2015
* The automotive Recycled Rides program will be presenting a vehicle to a veteran on Veteran’s Day
* The WNMTC presentation of Mary Poppins is playing at the Carson City Community Center through November 22. Chet said this is an excellent play that shouldn’t be missed.

Adjournment: The meeting adjourned at 3:01 p.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/>