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# MEETING MINUTES – SEPT. 18, 2023

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Monday, September 18th, 2023  
9:00 a.m. - RDMT 256

**In Attendance:** President Hilgersom, Melissa Olsen, Devin Reese, Jeffrey Alexander, Estella Levario Gutierrez, Melissa Deadmond, Yuli Chavez Camarena, Juana Reynoza-Gomez, Geoff Hawkins, YeVonne Allen, Kim Studebaker, Natalie Russell, Nicole Scollard, Ron Marston, Anne Flesher, Mike Peyerl, Rick Bullis, Amy Williams, Kimberly Harrell, Jim New, Barb Evans, Julie Ellsworth-Baker, Marcus Ollom, Staci Miller, Kate Kirkpatrick, Ben Davis, Mark Maynard, Jim Collier

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## President's Update – Dr. Karin Hilgersom

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The Board of Regents approved Patty Charleston as the NSHE Interim Chancellor. NSHE has released a new salary/placement schedule. It was presented at Board of Regents in September; it was not approved. This schedule is different than the TMCC shadow schedule. The salary schedule is relevant to Faculty/Administrative Faculty and Executive Level roles. Classified Staff have a state supported salary schedule. For more information, please reach out to Human Resources. The Board of Regents went well here at TMCC. Big thank you to everyone for making it a wonderful event!

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## Online Access Policy– Dr. Karin Hilgersom

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The Online Access Policy discussion was initially presented at the May 2023 Planning Council meeting by former Faculty Senate Chair Cavanaugh. It was tabled and not voted on at the time. During this meeting the following concerns were addressed:

- This feel more like a procedure than a policy – suggested that it be edited to a policy structure that can be approved at Planning Council and then we can move to developing and approving the procedure.
- Faculty were concerned about unscheduled observations. It was noted that typical observations are scheduled in advance. In the event of an emergency, access will be gained and the NFA President will be notified.
- Questions arose about why sublevel access cannot be shut off; we do not want to do this due to emergencies and it is not clear if this can be turned off and on quickly – John Hughes will investigate.

It was determined that this policy needs to be redrafted in a subcommittee. Once it is approved by Faculty Senate it will be brought back to Planning Council for approval. For anyone who would like to help with redrafting the policy, please contact Faculty Senate Chair Rick Bullis.

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## Committee Updates

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### Academic and Student Services Committee - Estella Levario Gutierrez and Dr. Jeffrey Alexander

Dr. Jeffrey Alexander recently returned from Japan where he visited the NIC International College to help foster and build a stronger relationship with the college and international students.

Academic Services is continuing conversations regarding financial aid support and eligibility for certificates of thirty credits or less. The list of certificates has been prioritized by the deans and is being reviewed by Associate Dean John Hughes.

### Accreditation Committee – Melissa Deadmond

The Accreditation Committee met on 9/14, where they welcomed new members and provided a brief overview of NWCCU's Standards. Their self-imposed homework assignment is to **review the Standards** within the different areas of the college more in depth, identify which Standards most apply, and come up with data to track and use as evidence of living our Standards on an ongoing basis. Next meeting will be November 16 at 12:30 pm.

### Budget Committee – Mike Peyerl

The Budget Committee will provide an overview of money remaining per account as well as challenges with the expenditure of departmental funds in the financial review meetings with budget leadership. Another objective of the financial team reviews will consist of the RAP process. This will identify how we would like to invest into the organization. All of the findings, challenges, and friction points from the financial team reviews will be compiled into a comprehensive report that will allow the Budget Committee to bring forward action(s) during Planning Council and develop the five-year plan.

### **Diversity Committee - Juana Reynoza-Gomez**

Held first meeting, discussed creating a sub-committee for Cultural Heritage/Affinity Month and other monthly celebrations. Diversity Advocate, Micaela Rubalcava, conducted four Diversity workshops during August Professional Development: an antibias-anti-racist breakfast book club meeting, two seventh-generation workshops with Cecilia, and a diversity welcome statements workshop. In September, Micaela is conducting a culturally relevant college success workshop for TRIO students: Butterfly Me. This outdoor-indoor workshop cogenerates campus belonging and a cultural-environmental growth mindset for academic engagement. She is also curating the Turtle Island wall in the Student Center for September-October. This includes sustainability and wellness themes through the Turtle Island concept.

Faculty of Color will hold their first meeting on 9/21 from 10 am to 11 am in Red Mountain Building Room 255. The Elected chairs are Maria Sandra Jimenez and John Galicia.

The Fostering College Success Committee is meeting on September 25. The Fostering College Success Fall Summit was held on September 12 and 13. Participants heard from fourteen agencies from TMCC and Washoe County.

LGBTQ Friends and Allies Committee is currently reaching out to local drag queens to host a drag bingo fundraiser. Proceeds will go to the Wizard Warehouse to help stock them with items needed before the winter break. The goal is late October or early November for the event.

### **Sustainability Committee – Juana Reynoza-Gomez (On Cecilia Vigil's behalf)**

Sustainability Champions Committee held their monthly meeting on Tuesday, September 12th from 9 to 10 AM. They gave a presentation to the Foundation Board on September 13th about the success of the Year of Sustainability. Currently, they are working with Health & Wellness to enhance the experience at the Par Course. They are also participating in the Health & Wellness 10/10 event. The committee has been busy hosting a middle school from Truckee, volunteering at the river cleanup organized by KTMB, and preparing for ArtFest 24 and Earth Day. Earth Day will be on April 18. Sept 29 is the 6th Eco-Blitz and all are invited. The Committee would like to discuss an initiative related to single-use plastics with the planning council. Additionally, the committee is requesting information on the summer savings program and whether it will occur again in 2024. Lastly, we are excited to receive an award on September 19th and will share more details in our next meeting.

### **Health and Wellness Committee – Geoff Hawkins**

A Sexual Health and Wellness event will be held on October 3<sup>rd</sup>, November 7<sup>th</sup>, and December 5<sup>th</sup>. Mental Health and Wellness will be having a run/walk starting at 1pm in the plaza here on the Dandini campus. A walking club is in the process of being created. The Soccer Tailgate will be held on September 23<sup>rd</sup> at 9 AM.

### **Technology Committee**

The first meeting of the Instructional Tech Committee was on 9/5. Fred Lokken is the chair and they have representation from all five academic divisions. Primary charge is to present the technology interests of instructional faculty. There is going to be a Virtual AI Summit on November 8<sup>th</sup> from 8:00 – 1:00. Contact Tommie Guy if you are interested in reserving a seat. Potential Tech Day at TMCC could occur in Fall 2024. The idea is to bring together vendors to demonstrate their classroom solutions, be available to answer questions, and encourage more exploration and use of technologies in the classroom. Would include existing vendors like PackBack, Vivi, and Prometheus Smartboards.

The first meeting of the AI Task Force was on 9/13. The Elected chairs are Stephen Bale and Elyssia Fraga. The responsibilities of the AI Task Force include:

- sharing how generative AI can improve instruction and campus operations,
- addressing concerns that exist for generative AI and provide recommendations for potential policy,
- recommending AI products to the Planning Council,
- researching student perspectives in order to support the AI-literacy of our graduates,
- instituting the training we had during Professional Development week named "For the Future".

We are in discussions about how to continue engagement in this training.

The first meeting of the Technology Committee will be in early October. Their responsibilities are to act as a recommending body for the strategic direction and implementation of information technology within TMCC and to ensure tech initiatives fit the college's strategic goals thru review and recommendation of new as well as existing tech plans and projects.

### **Student Government Association – Juana Reynoza-Gomez (On Brayson Gomez's behalf)**

The SGA has been hard at work planning events and helping represent students. The SGA passed a bill to create a Mental Health Committee and is excited to get the committee up and running. The chair will be Olga Mesina, with the requirement that an SGA member and the SGA advisor will be in the meeting. The SGA had a successful welcome week with over 1,000 students in attendance. As some of you may know, an athletics tailgate will be taking place on Saturday, Sep 23, 2023. The SGA voted to support this event and attend, as well as provide \$2,000 in support - \$500 towards scholarships and \$1,350 towards helping fund travel for the soccer teams. The SGA has many more events planned such as National

Coming out day on October 11th, where students will decorate socks respective to their identity, and Get the Scoop with the Presidents on October 23rd, in which students can participate in an open forum with SGA President Brayson Gomez and President Hilgersom.

#### **Classified Council – Hallie Madole**

Classified Council updated their Constitution and Bylaws. The Halloween decorating contest information will be released on Wednesday. The Exceptional Classified Employee Award is in the works and more information will be out soon.

#### **Faculty Senate – Rick Bullis**

Faculty Senate discussed the optional “Mid-Term Tenure Review” which exists in NSHE code and all tenure track faculty are encourage to go through this process. Faculty Senate added Administrative Faculty Chair, Ben Davis, to the Senate. The committee voted to hold face-to-face Faculty Senate Meetings moving forward.

#### **New Agenda Items**

The Administrative Faculty Committee Chair, Ben Davis, said the committee is in full support of the low staffing Summer Energy Savings model but would like to develop a survey to gain feedback from our staff to assist the college in future planning. Would like to collaborate with other committees, constituents, academic, and faculty members.

Ron Marston would like to develop a salary equity adjustment policy, plan, or procedure.