
MEETING NOTES FOR MARCH 8, 2021

Present

Estela Gutierrez, Joan Steinman, Andy Hughes, Tina Ruff, Leslie Jia, YeVonne Allen, Kaylene Brady, Sidney Sullivan, Yuliana Chavez, Felipe Gutierrez De Alba, Nicole Shimabuku, Amber Burroughs, Staci Miller, Amanda Stibick, Cameron Tuttle, Karen Rubio

1. Estela Updates

- a. COVID-19 Update: Estela reported the good news is that the infection rate is continuing to lower. YeVonne added that it is down to a 5.1% positivity rate which is lower than when we closed last year. Phase three needs less than 7% infection rate to be activated. Estela added that the executive directors are pulling together plans for people to begin to return to campus on April 5. The VRC and Welcome/Testing areas are already open and the following additional core areas will plan to be on campus: Athletics, Financial Aid, Admissions and Records, Academic Advising, TRIO SSS and RAC. Remember to please be patient and be ready to move to a new stage as plans roll out. Joan and Natalie have a meeting scheduled with Facilities to prep services areas with plexiglass separators. All areas need to begin to prepare to be ready to return to campus. Note that Human Resources is working on finalizing a new temporary remote work request form. The completed forms that are currently on file with HR are no longer valid.
- b. BOR Meeting: Estela reported that Tina gave her annual Athletics report. It was confirmed that there was not an error in the budget section of the report. During the meeting the BOR reviewed the TMCC strategic plan. There were a few questions regarding the TMCC goals which were resolved. They also reviewed buyouts.
- c. Budget: Estela reported that there is good news that TMCC is receiving federal funds. There is a concern that this may affect state budget cuts.
- d. Personnel: Erin Frock from the Counseling Center received the Nevada Regents Creative Activities Award. Congratulations Erin!

2. Standing Items

- a. Cabinet: Andy reported that the majority of time was spent on a three hour active shooter tabletop exercise. Three main steps during an active shooter situation are run, hide, fight. One of the takeaways for the exercise was that there is still some work to do. Andy reminded the group that once everyone comes back on campus we should be ready for fire drills to be reinstated. Remember to have a rally point for your areas during evacuations, procedures to account for your staff and have backup plans. Also remember to call 9-1-1 to report an emergency. Cabinet also discussed the Fall 21 schedule. The changes are completed and A&R personnel are proof reading the document at this time. There is one week remaining to complete the schedule before it goes live on March 15. The VPAA reported that 64% of Fall courses will be face to face and 8% will be web live. The remaining classes will be asynchronous. Andy also gave a commencement planning update at this meeting.
- b. Planning Council: Joan reported that the next meeting is March 22. The notes are posted on the listserv PLANNINGCOUNCIL-L. Joan is gathering agenda topics for submission at this time. If you have an item to add, please email Joan.
- c. Accreditation Committee: Joan reported that this group meets this Thursday to discuss the draft of the year six report. Once that report is completed, they will begin work on the year seven report. That report focuses on institutional effectiveness. Joan will share the objectives and indicators once finalized.
- d. Enrollment Management Committee: Andy reported that this group discussed the ongoing enrollment challenges. Yuli's team received great success rate and responses to their texting campaigns. Elena and Kate in MCO are continuing to promote the DETR partnership to enroll additional students from this population. Andy will send the meeting minutes to the leadership team members for sharing.

3. Unit Updates

- a. Retention and Support Programs: Joan reported that the Career Hub staff presented to the International Students for one of their workshops regarding the world of work, scam awareness, student employment, internships and 8 competencies. Despite the fact that we are not offering a Job Fair this semester, the Career Hub is having lots of interactions with employers through virtual events, Facebook lives and the CareerLink Job Board. Currently there are 112 jobs posted, which includes 8 student worker positions, some of which are for SSD departments. MCO featured the Virtual events in a news story on March 3. Due to the volume of employer interactions at the Applied Tech Center, Sidney is moving to Edison. She is there once a week now with employer tours. Applications are open now for departments to apply for a Resident Lizard Intern. This is an SGA funded internship for the fall semester. The deadline is March 15. Student good news story: We had a former student worker from one of our special populations, who is finishing his Construction Management degree, but was having a terrible time finding a company that would consider him with no experience. Marcie collaborated with EDAWN to find a couple of construction management interviews. He successfully interviewed and was offered a job with a company last week!

DRC staff working with Culinary and VR on accommodations and training for a blind student. New registrations with the DRC are still happening, up to 279 enrolled students (still much lower than before the pandemic).

The Starfish student intake questionnaire is live. Also working on the Intervention Inventory Tool. Dean support in reminding faculty to complete progress reports has been super helpful.

EPP submitted the Perkins request for next year, there will be less money for student support, so glad we have SNAPET and other funds. Also submitted the ARISE update to the Giving Circle, we met the participant target, have requested the third year of funding. Working with NDOC and other NSHE institutions on the Pell reinstatement process for inmates.

Counseling: Cameron and Joan are now MHFA instructor certified, we will be offering MHFA training next fall for sure, may try to put one together for this spring or summer. Staff are all busy packing for the move. Lizard's Lounge continues to have heavy student engagement.

- b. Admissions and Records: Andy displayed the commencement graduates map for the group. He explained the plan for the flow of traffic, various check-in stations and stage process. The ceremonies are scheduled for May 17-21 and scheduled by academic division. Note that TMCC may be hosting the soccer playoffs during the same week. Estela added that the ceremonies will take place during work hours, so please sign up to help. The Child Care Center has been advising of commencement events and will adjust the drop off to alternate areas during the ceremonies. Once graduates RSVP for commencement, they will be directed to the appropriate ceremony. Admissions and Records is very busy with completing the schedule and the FLUID software upgrade. Veterans Services has been working hard to respond to legislative information requests.
- c. Advising and Access Services: Yuli Chavez reported in Natalie Brown's stead. RAC: Summer Bridge will go back to in-person services this summer. Students will have a hybrid schedule where they go to class in-person twice per week and learn web live the other two days. They accepted 44 students for Summer Bridge. The mascot performances are being scheduled on a very limited basis. They can no longer have multiple performers use the same mascot due to covid unless we have adequate time between events where the potential transmission of viruses is eliminated. Performance events are limited to under two hours for indoor events and the performers must adequate breaks. Outdoor events must be short especially when the weather is predicted to be hot. RAC

has a full Jacobs cohort this Spring with 48 accepted students. The non-traditional student outreach effort by Carlos is focusing on short certification programs. Carlos is working with a list of 8,000 contacts. RAC is using Tik Tok to attract high school students. The first couple of videos were produced by our awesome Peer Recruiters! Please like and follow the TMCC Tik Tok page. The Nevada Promise team is working on checking scholarship eligibility after the March 1 deadlines. Should have preliminary numbers by Friday. Jump Start will see a significant increase of WCSD teachers approved to teach dual credit classes in the Fall. We are also working with the Foundations office on new and exciting opportunities to fund classes for students enrolled in applied tech classes.

Academic Advising: April return to campus - some in person appointments and front office services, more details to come. SOAR for new students for Summer and Fall will be online and some in person, more details to come. Training to advise students on the new Interstate Passport program to help with general education transfer and GRS holds continuing for 1:1 appointments for GRS 20. They have seen 13.5% of students with the hold.

International Student Services: Spring 2021 recruitment regions are South East Asia, East Asia, Brazil, Central America, Russia. Recruitment for Spring 2021 consists of digital and print marketing by local representatives in our target markets, education fairs, agency fairs, partnership development, webinars, and presentations. Applications for Fall 2021 are rolling in and currently have 38 applications for the Fall. We are expecting 23 students to join in Fall 2021 who deferred admission during the pandemic. The International Coffee Hour Series Dates are: March 23 (Brazil - Rio De Janeiro) by Kurt Ehlers, April 7 (Mexico) by Grecia Anaya and Miguel Martinez, April 20 (South Africa) by Kevin Schaller and May 5 (Germany) by Amanda Stibick. ISS also completed student outreach: Sent care packages to all international students and peer mentor outreach increased for students who are experiencing challenges.

- d. Athletics, Health and Wellness: Tina reported that they are ready for the soccer season to start on April 1. She is working on planning team travel. The Fitness Center will begin booking appointments on April 5. Tina presented the Athletics report to the BOR. The soccer rosters are completed and posted on the Lizards website. They have had four weeks in a row of no positive COVID test results. Soccer recruitment is ongoing. Tina is also continuing the wellness emails each Tuesday. They are currently highlighting the fitness journeys of staff. If you have a story to share, please contact Tina.
- e. Financial Aid: Leslie reported that the Senate approved a comprehensive budget reconciliation package. The bill contains \$39.6 billion to support higher education. 50% are required to direct their funding to students in the form of emergency grants. The Federal Communications Commission also announced a program to help those who are struggling to pay for the internet during this pandemic. A household is eligible to receive this benefit if one member of the household received a federal pell grant for the current award year. The FCC has good information page on this <https://www.fcc.gov/broadbandbenefit>. Note that this isn't ready quite yet. You need to watch this website for updated information. A change in federal law has made more students temporarily eligible for SNAP making it possible for students with an expected EFC of 0 or students who are eligible for state or federal work study to receive food benefits. Students who qualify for SNAP can also qualify for SNAP Employment & Training Program (SNAP E&T). For more information, students can visit our Educational Partnership Program Webpage-<https://www.tmcc.edu/educational-partnership-programs>.

The FLAME\$ financial literacy program will be discontinued after June 30. They are working with Sandra to create a transition plan for our FLAME\$ student employees who will apply and continue their student employment as a TRIO SSS peer mentor.

The HEERF grant application will be available next week. Students who qualify will receive an email with a link to the application.

- f. Equity, inclusion and Sustainability: YeVonne reported that the following events are upcoming: Paint at Home Night, March 16 from 4 – 5 p.m. Please email diversity@tmcc.edu to participate. YeVonne will be sending an invitation to participate in the Valuing Diversity and Inclusion Workshop facilitated by Guardian Quest. The presenter is Dr. Angie Taylor, March 18-19 from 8 a.m.-Noon each day. The 2021 Northern Nevada Diversity Summit is Thursday, April 8 from 8 a.m.–6 p.m. Student leadership event by Aric Jackson is on April 15 at 3:30 p.m. The TMCC Diversity Committee Summer Book club: Teaching to Transgress by bell hooks and the FREE Committee Book club: An Indigenous People's History of the United States by Roxanne Dunbar-Ortiz and There There by Tommy Orange. The NSHE Cultural Diversity Committee voted to adopt the NASH Equity Action Framework with an initial focus on "Essential Equity Practice #7: Faculty & Staff Hiring, Retention, Promotion, And Rewards".

In SGA the National Society of Leadership and Success had 33 members join our chapter for the semester so far. RSOs welcome a new club, World Wide Jams, a music listening and sharing club and also welcome History and Political Science Club back to official standing. SGA's Pasta with the President Student Forum virtual event on February 11 drew 37 attendees. A free pasta lunch from the Olive Garden on Virginia Street was enjoyed by 73 students. The SGA Candidates Zoom meet and greet is March 25 from Noon-1 p.m. The Cesar Chavez Day Event, The Relevance of Cesar Chavez today is March 31 from 4-5 p.m. The General Assembly will be voting on a letter of support for the construction of a Game Room in a portion of the current bookstore space. SGA Elections will run from March 1-April 2 all online. Students can vote at tmcc.edu/sga. Thank you Nicole Shimabuku, TMCC has been designated as a "Voter Friendly Campus" for 2021-2022.

No Further.