
MEETING NOTES FOR SEPTEMBER 12, 2022

Present

Estela Gutierrez, Andy Hughes, Robert Hernandez, Leslie Jia, YeVonne Allen, Kaylene Brady, Tony Futia, Sidney Sullivan, Yuliana Chavez, Felipe Gutierrez De Alba, Amber Burroughs, Staci Miller, Amanda Stibick, Karen Rubio, Maria "Sandra" Jimenez, Geoff Hawkins and Katie Paul

1. President Hilgersom Updates

- a. Introductions: The members introduced themselves to Dr. Hilgersom and our new members.
- b. Goals: President Hilgersom offered her kudos and thanks to the members for their hard work. Dr. Hilgersom expressed her pleasure in the wonderful energy on campus as we are back in-person on campus. She added that community colleges prosper because of high touch, high care and technology. The College goals – year of sustainability, student engagement and belonging. She wants consistence in face-to-face connection.
- c. Accreditation: Dr. Hilgersom reported that accreditation representatives will be here in a month. It is okay to brag to the accreditors!
- d. Budget: President Hilgersom did not make any predictions about the upcoming budget but is concerned that if we do not get the top 6 things on our list, it will hurt TMCC. She advised that TMCC hired a part-time lobby firm that is well-connected in the North to target certain areas. Dr. Hilgersom asked members who attend Planning Council to think about a new initiative that would benefit the strategic master planning goals and targets and be prepared to speak to that at Planning Council. She wants to identify three areas and invite the units to submit a RAP for their respective idea.
- e. Eastview: Dr. Hilgersom advised that this project cannot move forward without \$30+ million dollars minimum from the State. Eastview has been in planning for 5 years after the Faculty Senate approved the project. The Public Works department corrected their state commitment estimate to be \$53 million with no bonding, just Foundation fundraising. Currently working on getting a low interest rate at about 3% in case TMCC needs bonding.
- f. Questions/Concerns: Juana Reynoza-Gomez asked if the President is supportive of incorporating a commitment to diversity as part of an employee annual review. Dr. Hilgersom reflected that TMCC is an HSI and she would support that idea with a focus on underrepresented populations. She explained that there is a process associated with additions to the evaluation. Sandra Jimenez added that she had evaluations at other places of employment that a diversity action was required as part of her evaluation. Staci Miller advised that the Administrative Faculty Committee are going to be discussing the employee evaluation in their upcoming committee meeting. All welcome to attend.

2. Estela's Updates

- a. What one thing do you love about your job now? Estela asked to group to reflect and share their responses: Loves working with her team, meeting with students, love their staff, being challenged, the people, learning new things and talking to new people, having students on campus again, helping student achieve their educational goals, advising students, a supportive team, working with staff and veterans, working with students and building bonds with them and learning new things, seeing smiling faces, being back on campus with all of you.
- b. COVID-19 Update: Estela reported that the team has not met but will meet as needed. YeVonne will give those reports. There will be a vaccine clinic is scheduled - watch for the notice. The new version vaccination will be available.
- c. Staffing levels: Estela reported that she is thinking positive. Thank you for your help with enrollment. Thank you to RAC and Jump Start (44% up) for their hard work. Realigning LOA positions to help with recruitment was successful. Estela reflected on enrollment trends and advised that TMCC had 13,000 students when she started work at TMCC. She is grateful for your work to meet the capacity with your cohorts. Going forward - step one is to streamline enrollment. As a result, Yuli's Recruitment and Access Center group is moving to Admissions and

Records. This will maximize the RAC positions. Estela is assessing the area with Executive Director Andy Hughes. Note that this does not change Natalie's role - she is focusing more on Advising, International and Financial Aid. This is considered a minor administrative organizational change.

Estela added that we are seeing people leaving TMCC like other businesses - the quiet resignation. Estela wants to make sure that we are mindful of the messaging. The staffing levels are still the same. What is changing is that recruitment for open positions is taking longer, so we are down while the hiring process is taking place to fill those positions.

- d. Engagement and enrollment are a focus for SSD. Make sure that we do not lose students from the high schools.
- e. Staci, Leslie and Amanda are taking over Natalie's duties while she is out. Leslie is acting as lead in her stead.

3. Standing Items

- a. Cabinet: Andy reported that Commencement for 2023 will be on campus during multiple days as a more traditional ceremony. Possible morning and afternoon ceremonies. They will still encourage speech recording and added them to the website. There was no interest in going back to Lawlor. More info to come. There was also a review of part time and full-time teaching salaries for faculty. Looking to increase salaries. Capital projects discussion including Eastview. Enrollment update: Echo compliments to Yuli and Karen's teams. Additional enrollments from Tesla - possibly 300. Public free speech areas will have political action representatives and polling people active during the upcoming weeks.
- b. Enrollment Management Committee: Estela advised that Yuli Chavez will report on this item in the future.

4. Unit Updates

- a. Admissions and Records: Andy reported that the academic organization tree will include Surgical Tech (T2420), CTE Leadership (T2410) and Data Science (T2430). They are testing PUM26. Christian is now an NSHE specialist 1 (replacing Hannah). He is expecting Panasonic students to start registering and they are streamlining that process for students. The Student Success Fair is tomorrow from 10 a.m.-2 p.m. The mass student photo ID upload into PRD will be soon.

Yuli thanked Veterans Upward Bound and Upward Bound and for their participation. She also advised that her team was glad to be part of Admissions and Records. Recruiters have contacted all local high schools. Please encourage students to participate in an [Info Day or Info Night event](#). TMCC Day on the Hill event for prospective students scheduled for October 15. Welcome new RAC team members: Susan Elbe, Jacobs Presidential Scholarship Coordinator, Delina Trottier, Native American Student Advocate and Juan Gomez, Underrepresented Student Advocate. The Nevada Promise Scholarship application now open to Class of 2023 applicants.

Felipe reported that VRC certified 278 certificates this semester. Last semester they certified was 290 and graduated 90 students. The Chancellor attended Operation Battle Born Ruck for Life. New employee Tim Fox from VUB will be working in VRC in the certifying official position. Doing outreach this week.

- b. Dual Credit: Karen reported that they enrolled 1575 student who are enrolled in 2604 classes. They are up 44% for new high school students and up 2% for continuing high school students. Their office will keep enrolling while late start classes remain open. They hired an LOA as part of MSI to help with enrollment and outreach. The Spring request form was sent to all high schools for next semester's planning.
- c. Student Life: YeVonne reported that they created new Student Life posters to distribute throughout the campuses. There is a corresponding QR code for each unit listed.

Tony reported that the DRC is up to 291 students in the FISH cohort. The DRC has 2 open student worker positions – please send students to apply. Student Conduct reports only 4 RSOs registered this semester.

Juana reported the events in EISO: SOC Interest Meeting at DISCO 9/14 12-1 p.m., EISO Park Clean Up at Melody Lane Park 9/29 3:30-5:30 p.m., EISO Social Event at Grand Sierra Resort Golf Driving Range 10/5 5:30-7:30 p.m. They have 5 student workers, 1 Lead Mentor (LOA), 2 Peer Mentors, 2 Work Study Students. Nine students attended the SOC Interest Meeting with 4 being new students. MOC recruitment is on-going. Went to Reed HS last week and will be going to all other high schools 2 times in the coming 1.5 months. Searches are underway for the SGA Student Engagement and Leadership Coordinator Position, Advocacy Positions Diversity and Sustainability, and LGBTQ+ grant to hire a trainer and student worker WIP. The new Fostering College Success youth grant person is Annalise Walker. La Bienvenida event is scheduled for 9/14 at 11 a.m.-1 p.m. There will be Bachata Lessons-The Reno Empire, Ballet Folklorico Flor De Castilla, and churros and agua fresca

will be served. SGA Senators are researching their projects ideas and Senators are being assigned committees. There is one vacant senator position. We will be conducting interviews soon. The Club Fair is 9/14-9/15 on the Plaza.

Sidney reported that Northern Nevada Transitional Housing Computer Lab Ceremony was today. It is the first internet in NV Dept of Corrections Facility, which gives access to students who didn't previously have access. Statistics show that the more education an inmate/recently released individual can have, the less likely to commit new crimes. The Job Fair coming up on Sept 28. Please let your students know. If students need assistance, please continue to refer them to the EPP application. Today was Camille Vega's last day. They will begin the process of getting a search started. Dean Amy Williams will be helping with the Prison Ed group until they find a replacement. Prim has returned to the school district. We are recruiting for a new LOA for internships. Chelsey Coggin is the new SANDI Grant Manager and is doing very well with it. We've been notified that the grant will be extended another year. The new end date is Oct 1, 2024. Sidney gave a tour to managers from the City of Reno of the Edison Campus. The conversation is changing with employers from, "we want to hire your graduates" to "how do we upskill the workforce we have". City of Reno has also offered to help advertise TMCC events to their employees and families.

Katie Paul reported that the Counseling Center welcomed two tenure-track counselors, Ashley and Alexander, a Counseling Coordinator, Katie, and an AAI, Kaytlyn. Student workers are in the process of being hired. The Counseling Center has plans to bring back training for professional development and for students Spring '23 semester. Take 5 is back in-person for the Fall '22 semester. Counseling staff will be on the Dandini Campus the 1st and 3rd Wednesdays of the month and at Redfield once per month. Wizard's Warehouse served 165 individuals, 65 households, in the month of August. The pantry is stocked every Thursday. Everyone is welcomed and encouraged to join the Counseling Center in honoring Suicide Prevention Awareness through wearing ribbons; these can be picked up at the front desk in RDMT115.

- d. Advising and Access Services: Staci Miller reported that in Advising during August drop-ins they saw 1367 students, up 54 from last August. Each Advisor saw over 100 students. They are back to scheduled appointments and booked two days out right now. Their office is closed on September 28 for their Fall retreat. This semester Advising will offer online and in person Ontrack workshops and SOAR. In Financial Aid, Susan Elbe accepted a position with Jacob's Presidential Scholarship program. They have a Financial Aid Coordinator position open if you know of anyone who you can recommend to apply. See the PPT distributed by Kaylene to SSD Council via email regarding the Biden Administration's announcement of a three-part plan on how to address student loan debt.

Amanda reported that International Student Services welcomed 24 new students for the Fall 2022 Semester from Japan, Costa Rica, Nigeria, Germany, Philippines, Thailand, Korea, Mexico. They ended up deferring 17 students to the Spring semester who had issues getting their visas - some were denials that will retry in the Spring others who were unable to get a visa appointment due to backlog of student visa issuance in many countries. The pandemic is still causing delays and closures across the globe. ISS has already admitted 5 students for the Spring 2023 semester. Recruitment is underway - will be traveling to Japan and Vietnam next week for student fairs, presentations, one-on-one meetings with prospective and admitted students. International centers across Nevada are working together to develop Study Nevada - a US Commercial Services initiative to develop USA: A Study Destination - Globally. International Education Week is in the planning phase. Save the date: November 14-18, International Coffee Hour kicks off on September 20 from 1-2p.m. ISS office closed on September 15 for their retreat. International Student Services was awarded the Presidential Export Award from the US federal government for making significant contributions to US Exports.

- e. Veterans Upward Bound: Robert reported that VUB was funded again for 5 more years. This is the 34th year. Robert is going to veterans' detention unit at WCSO to give them TMCC information. VUB is open on Saturdays as well. They are in the process of looking for Tim's replacement.
- f. TRIOSSS: Maria Sandra asked the group to save the date of November 8 for the First-Generation College Celebration Day. TRIOSSS met the 90% funded to serve for year 2 of the grant. They reached 134 students out of the 140 funded to serve with the help of Summer Bridge and all the referrals made by TMCC staff, faculty and other students. The TRIOSSS grant provided approval to purchase 140 meal cards for program participants and to provide food at the monthly lunch-n-learns to attract more participants. They helped 23 students graduate and/or transfer over the 2020 and 2021 academic year. Of the 23 students, 2 are continuing their Bachelors of

Applied Science at TMCC – Cyber-physical manufacturing and the other Emergency management and homeland security.

- g. Athletics, Health and Wellness: Geoff reported that they are in the middle of the soccer season. The program has 57 student this year. All athlete letters went out, contracts are completed and progress reports started. Tutoring is in place. The Women's team is 4-1-1 and may qualify for regionals. Please like the social media. Concerned about smoke issues for games. The Fitness Center is fully staffed and open. Games are on Thursdays and Saturdays. Wil look to hire a head coach after the season in November.

Ended 4:45 p.m.