

MEETING NOTES FOR DECEMBER 12, 2022

Present

Estela Gutierrez, Andy Hughes, Geoff Hawkins, YeVonne Allen, Kaylene Brady, Sidney Sullivan, Yuliana Chavez, Felipe Gutierrez De Alba, Staci Miller, Amanda Stibick, Katie Paul, Maria "Sandra" Jimenez and Juana Reynoza-Gomez

1. Estela Updates

- a. Estela reported she is grateful to be back. She commented that when you are healing, you reflect a lot—the last 4 years were challenging. Initiate joy in your heart and seize the moment. She shared advice she received from her mom that family is priceless, health is gold and time is precious. She advised that she want to encourage a culture of good intent. Please take more time with your colleagues to ask more questions and focus on kindness. We need to be supportive of each other and remain positive.
- b. Shout out to YeVonne who was AIC and the ambassador for SSD while Estela was out. Note that Estela will be out for next 3 weeks to continue healing. She will return on Jan. 9 at 75% for Kick Off.

2. Standing Items

- a. Cabinet: Andy reported that leadership approved the commencement 2023 ceremony to be held at Lawlor on May 12 since May 17–19 had other commencements booked at Lawlor. Andy reminded the group that we will need volunteers. It will be a traditional ceremony. Enrollment is up. Grades are due tomorrow at midnight.
- b. Planning Council: YeVonne reported that this group is working to expedite a bylaw for a one-time salary bonus for employees (grant, part time and full time). There are a few hurdles that are being addressed for classified staff. More to come. This group also discussed the governor's proposal of reimbursement for current employees of past furloughs (48 hours). It may be reimbursed on future paycheck, possibly in February. There will also be cyber security training every 2 years in addition to the other mandatory training topics. There were also student management software discussions to select a platform.
- c. Enrollment Management Committee: Yuli reported that TMCC is partnering with Panasonic in a building on Plumb Lane. Some of our students may be taking classes at that location. There will be a marketing agency performing a secret shopper review to evaluate our processes from a student's perspective and offer suggestions to improve. Yuli will send the Dec. 8 meeting notes to the group.

3. Unit Updates

- a. Admissions and Records: Andy reported that Admissions and Records is fully staffed. They are tracking 1,400 classes for grades. Andy will be AIC for the next 3 weeks.
- b. Advising: Staci reported that Academic Advising appointments are booked through the end of the year. Drop-in advising begins in Jan. 3–27. The sign-up process starts with a new list of spots every day. Students may call or go online to get on the list. Advising meetings are available in person or virtual. There will also be a walk-up quick answer advising table out front of the Advising office. They are planning to ask a representative from Financial Aid to join the advisors at the table to answer student financial aid questions. Advising is on track to see more students through SOAR and Ontrack compared to last year. They will be rebranding SOAR to New Student Orientation so it is easier for students to identify the purpose of that programming. They are also helping with updating the Steps to Enroll.
- c. Financial Aid: Amanda reported that Brendan joined Financial Aid on Dec. 1 and Charlie Cryderman joined FA on Dec. 5. Both are going through basic financial aid training. They will be trained to manage incentive grants and the workforce incentive grant that will be offered this Spring semester. Wintermester/Spring fees are due on Jan. 17, and the first round of financial aid refund checks will go out on the Jan. 19.

- d. Starting for the 2024–25 academic year, the Department of Education will be rolling out the new FAFSA simplification form. The DOE has phased in some of the changes leading up to the 2024–25 academic year. Some of the changes to be implemented for the 2023–24 award year include language changing on the cost of attendance components (COA). COA is listed on students' award letters (tuition and fees will be reworded to say books, course, materials, supplies, and equipment). On the 2023–24 FAFSA the questions on drug convictions and Selective Service were removed, and expansion of Pell eligibility now includes incarcerated students. Sidney will follow up with Leslie on the Re Entry EPP program for this student population.
- e. International Student Services: Amanda reported that there are 60 applications for Spring 2023, 25 newly admitted students, 18 deferrals from Fall 2022 and twenty-three represented countries. There are 15 applications for Fall 2023: 4 admitted and 3 pending admissions with nine countries represented.

International Student Recruitment for Spring 2023 includes:

- SEA/EA: Vietnam, Thailand, Malaysia, Singapore, Indonesia, Taiwan, Japan
 - Central America: Costa Rica, Honduras, El Salvador (partner: Yondders)
 - ICEF Agent/Partner Fair in San Diego: Dec. 14–18
 - Potential Partnership Opportunity: University of Leon in Spain
- f. Educational Partnership Programs: Sidney reported that starting Monday she will be fully staffed. New Employee Chad Venters will be starting on Monday, Dec. 19. He will be the Educational Partnership Programs Coordinator located at MDWN 205. Chad comes from the Nevada Department of Corrections and has been a part time instructor here for the past 5 years. Sidney also presented to the EDAWN Board of Directors this month about the Internship Program and has received inquiries about internships from 2 board members. She is working on an annual EDAWN Report about Work Experience opportunities which includes internships and apprenticeships.
- g. The SANDI Grant is being given a 1 year no cost extension, which gives us more time to spend the \$500,000 from the governor's office on students taking skills certificate programs. Chelsey is doing classroom presentations to recruit students for this opportunity.
- h. Sidney reflected that it has been great to be able to represent Student Life and SSD at Edison, between her staff and the RAC staff, they get a lot of student referrals that they connect with the right resources. Thanks to all who help us answer those questions for our students!
- i. Counseling: Katie reported that the Counseling Center has been taking more walk-in and crisis appointments.
- j. They are in the process of hiring a Mental Health Professional who will serve as a social worker for students, connecting them to resources in the community. They will also hold group therapy and provide crisis counseling. The Wizard's Warehouse saw continued need from students. They served roughly 65 households with close to 200 individuals in November.
- k. YeVonne and Katie are working on NSHE's system-wide initiative to bring suicide awareness and prevention training to campus. This will be done through Mental Health First Aid. The MHFA Training Group will train 16 TMCC faculty members to participate in MHFA training and receive certification. These certified faculty will provide training to 200 faculty, staff, and students on campus.
- l. Overall, they had a great semester. Counseling held several events during Fall 2022 and are looking ahead with more intentional programming for the spring semester.
- m. TRIO SSS: Sandra reported that TRIO SSS has been able to issue \$25 meal cards through Cafe Verde to 73 out of the 94 continuing program participants. TRIO SSS has three student workers graduating this December and enrolling in our sister institution, UNR this Spring semester. TRIO SSS has open spots, please refer students to the program by asking them to apply via the online application. The TRIO SSS program office will be closed starting Dec. 19–Jan. 3 for the winter break.
- n. Athletics, Health and Wellness: Geoff reported that the annual athletics banquet was a success with about 75–80 people attending the event in the gym. That space offered a polished arena for the celebration. They honored 23 outgoing sophomores and started the silver state champions boot award. Geoff is currently working on the new soccer schedule. Their region is adding a new team from Washington. He is connecting with potential recruits and is working on the BOR annual report. Please share your photos for the report. The Fitness Center is on winter hours: 9 a.m.–4 p.m. Monday to Friday. They are also adding new PEX classes for next semester.

- o. Recruitment and Access Center: Yuli added that RAC has about 500 more new applications for Nevada promise than we had in 2021. RAC helped 200 more students apply for TMCC (in person with a recruiter) than we last fall. Welcome Brandon Goehring to TMCC as our new RAC Manager. Shout out to Helen Scott and team! New Student Services proctored almost 800 tests for finals week. The NSS team was open 8 a.m.–8 p.m. to accommodate this number of testers.
- p. Equity, inclusion and Sustainability: Juana reported that Juana: SGA is fully staffed—Becca Frannsen started Oct. 30. Becca and Juana will be advocating for a multi-cultural commencement celebration.
- q. Student Conduct/DRC: YeVonne reported that Student Conduct is busy. DRC is in NSHE audit and doing well. Will report in March at BOR. DRC staff presented at Faculty Senate on accommodations on Friday. The new position in Web College will include electronic accessibility as part of the job description and will assist faculty with accessibility in the online classes.
- r. Veterans Resource Center: Felipe reported that their office is very busy. Felipe attended VVA Camos to classroom scholarship gala where TMCC student Blake Jensen was awarded a \$3,000 scholarship. The Toys for Tots drive collected 125 toys. There should be over 200 toys after delivering the rest. Felipe is traveling with four students to the student veteran conference. Brendan's position is open. Veteran Affairs is sunsetting the enrollment software in Jan. 2023. There will be a week where the VRC cannot submit enrollment. They will send information by Dec. 30 to encourage students to enroll as soon as they can.

End 3:56 p.m.