

MEETING NOTES FOR SEPTEMBER 11, 2023

Present

Estela Gutierrez, Andy Hughes, YeVonne Allen, Geoff Hawkins, Valerie Lambert, Kaylene Brady, Sidney Sullivan, Yuliana Chavez, Felipe Gutierrez De Alba, Staci Miller, Karen Rubio, Katie Paul, Brandon Goehring, and Virag Nikolics

1. Estela Updates

- a. Welcome and Introductions: Estela welcomed the group back for the Fall semester and everyone introduced themselves to the new members. Estela observed that the campus has been busy and full of energy. There are a lot of upcoming events. She is excited about enrollment. It is up 5% at 10,069. She is also proud of our customer service and staff.
- b. Kickstart Tailgate Fundraiser event: This event is on September 23 in the East Parking Lot. Funds raised will help support student athletes. Estela has 10 student spaces she is sponsoring. Kaylene will gather the student names from SGA and RAC who want to use the spots. YeVonne added that team Student Life will also have a spot.
- c. Equity Study: Human Resources will be communicating with each employee via email. \$600,000 was allocated for the equity adjustments. Adjustments issued will hit the October paycheck.
- d. Two Factor Authentication: The deadline for setting up your two-factor authentication is September 13.
- e. Board of Regents Meeting: Excellent meeting thinking about the future of education. They acknowledged the value of student services. The new interim Chancellor, Patty Charlton, will serve a 1-year term.

2. SSD Leadership and Direct Reports Retreat Review

- a. Estela emphasized that it is important for everyone to keep balance in our lives. Identify what makes you happy at work. The leadership team discussed this as part of their annual retreat. Andy and YeVonne presented an overview of the work completed by the team at their retreat. The group discussed: generative AI, strategic planning for FY24, the annual report forum review and planning, retention strategies and happiness at work.

3. Choose Happiness at Work Activity

- a. The members divided into two groups. Andy and YeVonne each facilitated the members in participating in the Choose Happiness@Work game. The goal was to foster productivity, creativity and happiness through the application of cutting-edge brain science.

4. Standing Items

- a. Cabinet: Andy reported that the AI Task Force is a subcommittee of the Planning Council. They will receive their charge at the first meeting on Wednesday. Still waiting to hear from HR on the final salary placement. The TMCC WIFI will use eduroam moving forward. Identifying skills certificates that can be submitted for financial aid eligibility for short term programs i.e. CNA and EMT. The Administrative Faculty committee chair will join the Faculty Senate Executive Board.

5. Unit Updates

- a. Academic Advisement: Staci reported that they are back to scheduled appointments. In August they had 2916 advising sessions: 1258 drop ins, 1107 quick answer and 551 new student orientations. They have an open advisor position due to Kayla leaving. Advising office will be closed on September 21 for their retreat. Orientation was moved to the Recruitment and Access Center.

- b. Admissions and Records: Andy reported that the Native American fee waiver expanded to include Dual Credit and non-credit EPIC programs. The Testing Center is planning to share a position with Web College to help with mid-term and finals testing. There is an upcoming Halloween decorating contest.
- c. Career and Partnership Programs: Sidney reported that the Displaced Homemaker's Grant Board and providers from across the state assembled at the Applied Tech Center on Friday for their Annual in person board meeting and collaboration meetings. Sidney and Chad gave them a tour and the providers were able to discuss best practices to help DHs towards self-sufficiency. Chelsey and Sidney are working on transitioning the Tech Careers Fast Track Coding program off the SANDI Grant and to the Physical Sciences division. The SANDI Grant ends in Sept 2024, but this portion ends at the end of Sept 2023. The Job and Internship Fair is set for October 17 from 10 a.m.-2 p.m. in the Student Center. Employers are registering now. A list of Employers will be distributed prior to the fair. Job Search workshops have begun. They are listed on the Careerhubcalendar.tmcc.edu. Baby's Bounty was on campus 2 weeks ago. They were distributing diapers and supplies to the winners of the Diapers for Diplomas scholarships. These winners will receive diapers for a year. The cost of diapers and supplies have gone up 185% since before the pandemic. TMCC has an MOU with Baby's Bounty. The next application process will be in the spring. The Library and the Career hub have collaborated to put on Resume Nights at the Edison Campus on Sept 19 and 20, 5-6 in the Hub. Sidney will be out of the office starting next week on leave. She will be available intermittently by email. Elizabeth Ortiz will be in charge for her area.
- d. International Student Services: Welcome Virag Nikolics to the Council. Virag is the new ISS program manager. They currently have 60 international students this semester. They are working on their recruitment planning. The next International Coffee Hour is September 19 featuring Japan by Eriko Sakamura. Virag shared the event flyer.
- e. Jump Start: Karen reported that they are down 4% in new students which equals about 50 students. They have a few opportunities that may raise the new student number. Continuing students is at 31% which is up from last fall. Late start enrollment is still open. The Nevada Department of Education grant for \$272,000 must be spent by September 30. It is almost all distributed. They are already working with the Cashier's Office
- f. Veteran Services: Felipe reported that the Ruck for Life is September 9. The Welcome Back BBQ went well and gave out about 60 hamburgers to students. The Katie Grace Foundation was on campus giving away clothes to student veterans who needed them. They also helped establish a food pantry at VRC. Students can come by and get some snacks. Nevada Military Support Alliance renewed their comment to Veteran Services with a 300k grant. They will be remodeling the VRC. Still waiting to hear back on the bidding process to begin construction. Hope to have the project complete by April 2024
- g. Counseling Center: Katie reported that Counseling is now fully staffed with two new counselors, Chris and Skyler. Counseling is also partnering more with other Student Life offices this fall. For National Suicide Prevention Awareness Month in September, Counseling supported SGA's Resource Scavenger Hunt for students at all campus sites. Counseling honored National Suicide Prevention Day on 9/11 by posting on their social media accounts. In September, Counseling will also host Las Platicas with Equity and Inclusion, Decoupage Journaling with SGA, and a Hygiene Harvest for Wizard's Warehouse with the Student Resources Committee. Finally, Counseling will host Mental Health First Aid for students along with staff/faculty on September 22nd. Counseling's SAMHSA grant for Mental Health First Aid was extended from the end of September 2023 through March, 2024. They also received an additional \$80,000 under the grant which allows the counselors to refer and cover funds for more students in need of psychiatric care.
- h. Recruitment and Access Center: Yuli reported that the Counselors breakfast is September 19. Thank you to everyone for participating in the informational college fair. Thank you to Academic Advising and EISO for their support with the transition for New Student Orientation and Men of Color Mentorship to RAC. Brandon reported

they are up 24% in new students. RAC has been out in the local high schools. They have a full year of agendas. They will be at the Reno Air Races September 14-17. They will have Day on the Hill October 21.

- i. Fitness, Wellness and Athletics: Geoff reported that they are planning a vaccination clinic on September 14. Remember to purchase your tickets for the Kickstart tailgate on September 23.
- j. Financial Aid: Valerie reported that the Fall 23 financial aid disbursement from August 11-31 totaled approximately \$7.4 million. Reminder that the FAFSA for 224-25 will not be available until December 2023, but most likely January 2024. Financial Aid is switching gears to prepare and plan for outreach and offer workshops in January to accommodate the federal FAFSA changes.
- k. Student Life: YeVonne reported that they have a lot of upcoming events. It is HSI week. Secretary of State Aguilar will be on campus on Monday, September 25 at 11:30 a.m. as part of Hispanic Heritage Month. September 12 is Vamos a la DISCOteca Dance for Mental Health at Noon and guest speaker Claudia Cruz will be in the Student Center on September 13 at 11 a.m. Dr. Mesina and Juana Reynoza-Gomez will host a Las Platicas on September 14 which will be a series of get-togethers for Latin/Latinx/Hispanic students and their allies.

End: 5 p.m.