

Minutes are intended to note (a) the date, time and place of the meeting; (b) those members of the public body who were present and those who were absent; and (c) the substance of all matters proposed, discussed and/or action was taken on. Minutes are not intended to be a verbatim report of a meeting. An audiotape recording of the meeting is available for inspection by any member of the public interested in a verbatim report of the meeting. These minutes are not final until approved by the Board of Regents at the June 2014 meeting.

**BOARD OF REGENTS and its
ad hoc COMMITTEE ON INSTITUTIONAL SERVICE AREAS
NEVADA SYSTEM OF HIGHER EDUCATION**

System Administration, Reno
2601 Enterprise Road, Conference Room
Thursday, February 27, 2014

Video Conference Connection from the meeting site to:
System Administration, Las Vegas
5550 W. Flamingo Road, Suite C1, Conference Room
and
Great Basin College, Elko
1500 College Parkway, Berg Hall Conference Room

Members Present: Dr. Jason Geddes, Chair
 Dr. Andrea Anderson
 Mr. Robert J. Blakely
 Mr. Kevin C. Melcher

Advisory Members
Present: Mr. Chet Burton, WNC
 Dr. Mark A. Curtis, GBC
 Mr. Bart J. Patterson, NSC
 Dr. Maria C. Sheehan, TMCC
 Mr. Ron Zurek, UNR
 Mr. Alex Porter, NSA/ SGA-GBC

Advisory Members
Absent: Ms. Alejandra Leon, ASWN-WNC

Other Regents Present: Mr. Ron Knecht

Others Present: Mr. Daniel J. Klaich, Chancellor
 Ms. Crystal Abba, Vice Chancellor, Academic and Student Affairs
 Mr. Larry Eardley, Vice Chancellor, Budget and Finance
 Ms. Brooke Nielsen, Vice Chancellor, Legal Affairs
 Mr. Vic Redding, Vice Chancellor, Finance and Administration
 Dr. Steven Zink, Vice Chancellor, Information Technology
 Dr. Constance Brooks, Asst. Vice Chancellor, Government Affairs
 Mr. R. Scott Young, Deputy Chief of Staff to the Board
 Ms. Christine Casey, Director, Human Resources
 Ms. Renee Davis, Director, Student Affairs
 Dr. Michael D. Richards, President, CSN

For others present, please see the attendance roster on file in the Board office.

Chair Jason Geddes called the meeting to order at 9:00 a.m. with all members present except Regent Anderson.

1. Information Only-Public Comment – None.
2. Approved-Minutes – The Committee recommended approval of the minutes from the December 20, 2013, meeting (*Ref. ISA-2 on file in the Board office*).

Regent Anderson entered the meeting.

Regent Melcher moved approval of the minutes from the December 20, 2013, meeting. Regent Blakely seconded. Motion carried.

3. Information Only-Business Centers Operation – Mr. Vic Redding, Vice Chancellor for Finance and Administration, presented a report on the structure and operation of the Business Centers including an overview of the services provided to System institutions as well as staffing and funding levels (*Ref. ISA-3 on file in the Board office*).

In response to a question from Chair Geddes, Vice Chancellor Redding indicated moving work out of the Business Centers to the campuses will not result in a net staffing savings; however, streamlining business processes and making work more efficient will.

Regent Knecht said functions such as employee benefits and perhaps even student financial aid can be automated further and the System should be able to gain some economies there. In addition, a review of code provisions that require more record keeping and reporting of items than is justified by any possible savings would be beneficial.

Regent Melcher noted some human resource functions already take a long time. The delay to hire can be extensive and he does not want to see even more time added to the process. It will be important to balance all of these issues when discussing consolidation.

4. Information Only-Status of E-Learning – Dr. Mark L. Fink, UNLV, reported on the progress of the E-Learning initiative (*Ref. ISA-4 on file in the Board office*). The report included information on the E-Learning Task Force, E-Ncore work groups, assignments and deliverables, timelines, related work and an interim analysis.

Mr. Daniel J. Klaich, Chancellor, said the E-Learning initiative focuses on students and how, when and where they want to learn. The goal is to provide options for students, not standardize learning. There is a natural unease among faculty regarding this initiative; therefore, Dr. Fink will continue his discussions with faculty leaders in an effort to ease their concerns.

4. Information Only-Status of E-Learning – *(continued)*

Regent Knecht said this needs to be a continuous process. He also noted good ideas often perk up from the bottom. Those ideas should be recognized and embraced throughout the process.

Dr. Fink said a lot of time has been spent educating faculty, staff and administration about E-Learning. Students demanding mobile technology will look elsewhere if it is not available at NSHE institutions.

Mr. Bart J. Patterson, President, NSC, said at NSC first-time freshman, in particular, perform the poorest in an online environment despite being the most technologically savvy students. This can be attributed to several factors including cultural issues and self-discipline. President Patterson indicated this initiative will likely require mentoring services to ensure students are making steady progress in these courses instead of leaving them to their own devices.

Regent Anderson said recent high school graduates in need of remediation require one-on-one interaction. She believes a blended course approach may be more appropriate for those students.

Dr. Maria C. Sheehan, President, TMCC, said motivation is essential. Online education is a wonderful option for older students because they tend to be highly motivated and have better time management skills. As the project rolls out, it will be important to analyze which student populations are the best fit for this type of offering.

Dr. Fink said distance education directors across the state are looking at ways to prepare students for the online experience.

Regent Knecht said remedial education is important, but is arguably not a core function of the NSHE. It has been allocated to the institutions because of failures elsewhere in the education system. At some point, the NSHE will need to address the cost of remedial education and the fees collected, especially with the differential levels of resources required to deliver these courses. Chancellor Klaich said it will be addressed as part of the final report from the E-Learning Task Force.

5. Information Only-Presidents' Workshop on Institutional Service Areas and Shared Services – Chancellor Klaich and the Presidents of Great Basin College, Truckee Meadows Community College and Western Nevada College reported on their February 24, 2014, workshop held to consider key issues, goals and objectives surrounding institutional service areas and a shared services model *(presentation on file in the Board office)*.

The report included information on the Nevada College Collaborative, talent sharing, shared services, important assumptions and recommendations for next steps.

5. Information Only-Presidents' Workshop on Institutional Service Areas and Shared Services – (continued)

Mr. Chet Burton, President, WNC, said there is a shared sense of urgency among the northern community college presidents to get this project off the ground. He echoed Chancellor's Klaich's comments about how the focus must be on students and the community. If executed well, President Burton believes the Nevada College Collaborative can be a model for higher education systems across the country.

Chancellor Klaich said as the project moves forward, it will open the door to greater collaboration among all NSHE institutions.

Chair Geddes noted this is a path forward that will serve as a pilot for the System. There may be opportunities for the Business Centers to look at their functions and prioritize what they do with the technology available today.

Chancellor Klaich said iNtegrate 2 is an essential part of this initiative, serving as the foundation for the work to be done.

Regent Melcher stressed the importance of identifying a point person at each institution who will interact with the executive director of the Nevada College Collaborative. In addition, he recommended an ongoing series of press releases to inform people about the project.

Ms. Brooke Nielsen, Vice Chancellor for Legal Affairs, suggested the large pool of part-time instructors across the NSHE may provide opportunities for talent sharing between institutions. Additionally, she and Human Resources Director Christine Casey will be meeting with the head of the Nevada Department of Personnel to discuss bringing back some of the work related to classified personnel that is currently done through the state. The motivation for the discussion is iNtegrate 2; however, it fits very well within the mission of the Nevada College Collaborative.

Regents Knecht and Anderson highlighted the importance of keeping the legislative Committee to Conduct an Interim Study Concerning the Governance Structure of and Funding Methods for Community Colleges (Senate Bill 391, Chapter 494, *Statutes of Nevada 2013*) informed about the Nevada College Collaborative.

The meeting recessed at 10:55 a.m. and reconvened at 11:01 a.m. with all members present.

6. Approved-Handbook Revision, Institutional Service Areas, Potential Realignments – Dr. Mark A. Curtis, President, GBC, provide a brief summary on his canvas of the institutional presidents regarding whether the existing college service territories are adequate and appropriate (*Ref. ISA-6b on file in the Board office*).

6. Approved-Handbook Revision, Institutional Service Areas, Potential Realignments – (continued)

The Committee recommended approval of a revision to Board policy regarding geographic campus service areas (*Title 4, Chapter 14, Section 13*) (*Ref. ISA-6a on file in the Board office*).

Regent Melcher moved approval of the proposed *Handbook* revision. Regent Anderson seconded.

Chair Geddes inquired about the history of the split between WNC and TMCC in rural Washoe County and if service is provided to those communities. President Curtis said, currently, there is no service in those remote areas. He is unsure of the population there; however, if the Board would like him to investigate further, he is happy to do so.

President Burton expressed his appreciation for the work of President Curtis and the openness of the process.

Regent Knecht noted the proposed revision indicates the alignment of institutions with counties is facilities-based while web-based instruction can be provided across the state by any institution.

President Curtis explained the policy revision speaks to in-person, hybrid and interactive video course locations.

Motion carried.

7. Information Only-New Business – Chancellor Klaich said he will provide an update on the executive director search and other items related to the Nevada College Collaborative at the next meeting. Chair Geddes requested a report on the data used to inform the recommendations presented by Dr. Geri Anderson at the Committee's February 27, 2014, meeting.

8. Information Only-Public Comment – None.

The meeting adjourned at 11:19 a.m.

Prepared by: Keri D. Nikolajewski
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Submitted for approval by: R. Scott Young
Deputy Chief of Staff to the Board of Regents