

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 March 2015 meeting.

**BOARD OF REGENTS and its
ad hoc COMMUNITY COLLEGE COMMITTEE
NEVADA SYSTEM OF HIGHER EDUCATION**

System Administration, Las Vegas
4300 South Maryland Parkway, Board Room
Friday, September 26, 2014

Video Conference Connection from the meeting site to:
System Administration, Reno
2601 Enterprise Road, Conference Room
and
Great Basin College, Elko
1500 College Parkway, Berg Hall Conference Room

Members Present: Dr. Andrea Anderson, Chair
Mr. Kevin C. Melcher, Vice Chair
Dr. Jason Geddes
Mr. James Dean Leavitt
Ms. Allison Stephens
Mr. Michael B. Wixom

Other Regents Present: Dr. Mark W. Doubrava
Mr. Ron Knecht

Others Present: Mr. Daniel J. Klaich, Chancellor
Dr. Constance Brooks, Vice Chancellor, Gov't and Community Affairs
Ms. Brooke Nielsen, Vice Chancellor, Legal Affairs
Mr. Vic Redding, Vice Chancellor, Finance and Administration
Dr. Marcia Turner, Vice Chancellor, Health Sciences
Dr. Steven Zink, Vice Chancellor, Information Technology
Mr. Scott G. Wasserman, Chief of Staff and Special Counsel to the Board
Mr. Frank R. Woodbeck, Executive Director, Nevada College Collaborative
Ms. Allison Combs, Asst. Vice Chancellor and Director of Public Policy
Mr. R. Scott Young, Deputy Chief of Staff to the Board of Regents
Ms. Christine Casey, Director, Human Resources
Ms. Renee Davis, Director, Student Affairs
Mr. Omar Saucedo, External Affairs Coordinator
Dr. Michael D. Richards, President, CSN
Dr. Maria C. Sheehan, President, TMCC
Mr. Chet O. Burton, President, WNC

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

Chair Andrea Anderson called the meeting to order at 9:06 a.m. with all members present.

1. Information Only-Public Comment – Ms. Pat Fling, Executive Director, Acting in Community Together in Organizing Northern Nevada (ACTIONN), commented on the efforts her organization is taking to create health care jobs in Nevada. Mr. Rick Odynski, ACTIONN, reviewed recommendations presented in ACTIONN’s white paper entitled “Addressing the Severe Shortages in the Training Pipeline for Health Care Jobs in Nevada” (*on file in the Board office*). Chair Anderson requested the white paper be distributed to the Regents.

Mr. Bob Clifford, Chairman, Restore Our College Campus Committee in Fallon, stated he was assured by Mr. Chet O. Burton, President, WNC, that the Fallon campus will have representation on the WNC Institutional Advisory Council. He requested structural assurance from the Committee that Fallon and other regional campuses and centers will have representation and that those representatives will be chartered to seek input from the local community.

2. Information Only-Senate Bill 391, Interim Study Committee on Community Colleges – Mr. Frank R. Woodbeck, Executive Director, Nevada College Collaborative, provided a brief update on the proceedings and final meeting of the Senate Bill 391 (Chapter 494, *Statutes of Nevada 2013*) legislative Committee to Conduct an Interim Study Concerning Community Colleges and its subcommittees, the Subcommittee on Governance and Funding and the Subcommittee on Academics and Workforce Alignment (*Ref. CC-2 on file in the Board office*).

Mr. Daniel J. Klaich, Chancellor, observed Nevada’s community colleges and their connections to the community have never been more important. It is critical to provide a direct line of communication so that communities across the state feel empowered and encouraged to come to the Board.

Vice Chair Melcher stated the outcomes of the interim study are very positive. The NSHE is doing a better job aligning its colleges with the communities they serve.

Dr. Michael D. Richards, President, CSN, said he is excited about this Committee and the increased attention on community colleges. Currently, CSN has approximately 250 community members involved in the advising of its programs. The Committee will provide an opportunity for a more formal involvement through the establishment of institutional advisory councils. He feels the prospect of that is exciting and dynamic. It is a great opportunity for the colleges to get their message out to the community and to get the community involved in what the institutions are doing.

President Burton said the Committee has provided a framework for collaboration which will assist in identifying opportunities to increase efficiency and effectiveness. The increased focus on community colleges means a lot to the communities they serve and to the students, faculty and staff of the college.

2. Information Only-Senate Bill 391, Interim Study Committee on Community Colleges – (continued)

At WNC, there is more energy on campus and a greater sense of certainty about the future. President Burton indicated an increased emphasis on workforce development is important to both the economic development of the state and the financial vitality of the colleges.

Dr. Maria C. Sheehan, President, TMCC, said the establishment of this Committee allows for a substantial focus on community colleges. Additionally, the appointment of institutional advisory councils will provide a formal relationship between the colleges and the communities they serve. President Sheehan views this as an opportunity to learn what the community really needs in terms of workforce training.

Ms. Lynn Mahlberg, Vice President of Student Services, GBC, said GBC is very excited about the focus on community colleges. The college has had an advisory board in place for numerous years and it has been very beneficial. She noted that, through this initiative, the community colleges will be able to respond faster to workforce needs.

3. Information Only-Committee Goals – Chair Andrea Anderson led a discussion on Committee goals for the upcoming year.

Chair Anderson identified forming the institutional advisory councils as the first goal of the Committee. Vice Chair Melcher agreed, noting the structure of the councils should be consistent across the institutions.

Regent Wixom stressed the importance of reaching out to stakeholder groups during the institutional advisory council selection process.

Vice Chair Melcher observed the Committee serves as a forum for collaboration. He hopes to see items on the agenda that are brought forward by the institutional advisory councils so the Regents can determine where support is needed.

Regent Wixom said it is important for Committee members to realize this is a forum for divergent views from the community so they can come forward and be heard. As the process moves forward, the Committee should encourage, welcome, reach out and build bridges to all parts of the communities the NSHE seeks to serve through its community colleges.

Regent Stephens agreed it is important for the various voices in the community to be heard. She noted the overall goal of the Committee is an extension of the Board's governance. She recommended the institutional advisory councils meet in advance of the Regents' Committee so their input can be included in the broader framework for decision making at the Board level.

3. Information Only-Committee Goals – *(continued)*

Chancellor Klaich indicated he will work with Chair Anderson to ensure the proper flow of information.

Regent Geddes recommended sharing with the institutional advisory councils the work that was done by Bruce James with respect to NSHE's community colleges.

Mr. Scott G. Wasserman, Chief of Staff and Special Counsel to the Board, stated the chairpersons of the institutional advisory councils will serve as advisory members to the Committee and will bring forth the recommendations of the councils.

Regent Leavitt suggested including all of the foundational documents for this initiative on the NSHE web site. Mr. Wasserman indicated the agendas and associated reference material for the Committee are posted on the NSHE web site in advance of the meetings. He noted staff can look into creating a link to a community college web page where the documents submitted to the Committee as well as the studies that were previously completed can be posted.

Regents Stephens said the City of Las Vegas web site includes a feature where members of the public can submit their public comment electronically. She requested that staff look into alternative methods of receiving public comment that are being used by boards in Nevada and elsewhere.

Agenda items 4 and 5 were taken together.

4. Information Only-Committee Charge – The Committee conducted its first review of a proposed amendment to the Board of Regents' Bylaws establishing the Community College Committee as a standing committee of the Board. The Committee reviewed a draft charge and provided direction to staff concerning revisions to the draft (*Ref. CC-4 on file in the Board office*).

5. Information Only-Institutional Advisory Councils – Chancellor Daniel J. Klaich presented a draft charge for the Institutional Advisory Councils (*Ref. CC-5 on file in the Board office*). The purpose of the Institutional Advisory Councils is to ensure the linkage of each community college to the community it serves and to anticipate future regional educational trends. Chancellor Klaich also reported on stakeholder input received with regard to the draft charge. The Committee provided direction to the Chancellor concerning revisions to the draft. The Committee also discussed its anticipated interaction with the Institutional Advisory Councils.

Mr. Wasserman provided a brief review of the process for establishing a standing committee of the Board.

4. Information Only-Committee Charge – *(continued)*
5. Information Only-Institutional Advisory Councils – *(continued)*

Chancellor Klaich said draft charges for the Regents' Committee and the institutional advisory councils were circulated to a number of stakeholder groups including the institutional presidents, student body presidents, faculty senate chairs, Chancellor's cabinet, Latino Leadership Council, Latin Chamber of Commerce, Urban Chamber of Commerce, Asian Chamber of Commerce, county commissions, city councils, regional development authorities, Brookings Institution and the Lincy Institute. The majority of the input he received pertained to the charge for the institutional advisory councils.

The Committee discussed the draft charges and provided feedback to Chancellor Klaich with regard to the language and phrasing included therein.

Regent Geddes recommended looking for overlap between the draft charge of the Community College Committee and the existing charges of the Academic and Student Affairs and Workforce, Research and Economic Development committees.

Mr. Wasserman indicated the institutional advisory councils are public bodies and will be subject to the Nevada Open Meeting Law. It will be the responsibility of each of the colleges to ensure the advisory council meetings follow all provisions of the Open Meeting Law. Regent Geddes recommended including a notation of that responsibility in the institutional advisory council charge.

The meeting recessed at 10:30 a.m. and reconvened at 10:51 a.m. with all members present except Regent Stephens.

Chancellor Klaich provided a summary of the feedback received from stakeholder groups on the draft institutional advisory committee charge. The majority of the feedback centered on membership of the councils, student and employer engagement and the need for a tight alignment with current and prospective workforce needs.

Vice Chair Melcher said perfecting the membership of the councils from the beginning is not possible. It is something that will need to evolve as the process moves forward. He suggested revisiting the membership once or twice a year in an effort to improve the councils.

President Richards expressed support for appointing ex-officio members and for increasing the size of the councils. CSN requires a larger membership because there are multiple communities with interests in the college's mission. He feels it is important for the membership to be as inclusive as possible.

4. Information Only-Committee Charge – (continued)
5. Information Only-Institutional Advisory Councils – (continued)

President Burton noted it is vitally important to have one council that represents the entire college. Additionally, it will be critical for members to know that their voice is being heard right from the start.

President Sheehan agreed it is important for each participant to feel they will have a meaningful voice. She hopes there will be some discretion left to the colleges with regard to the number of members on the council.

Ms. Sonia Sibert, Vice President for Business Affairs, GBC, expressed support for including ex-officio members. She said it will be important to watch the size of the councils to ensure their effectiveness and for the members to feel their input counts.

1. Information Only-Public Comment – (continued)

Dr. Sondra Cosgrove, Professor, CSN, expressed her appreciation that the Regents' Committee meetings will be streamed online and the institutional advisory council meetings will be open to the public. She noted it will be important to get faculty buy-in if things are going to change.

Mr. Jose Solorio, Chair of the Higher Education Committee, Latino Leadership Council, said determining the membership of the institutional advisory councils should be a collaborative effort between the presidents, chancellor and Board of Regents. He suggested the appointed membership include a representative from business and industry, a local economic development or workforce organization and three community members. Those five members would then choose four additional members including the superintendent of schools or designee, a local government official and ex-officio members. Mr. Solorio noted the councils should be locally empowered and members should feel their advice matters. With regard to the vice chancellor for community colleges, he suggested looking for a person who has experience working with community colleges.

Mr. Bob Clifford, Chairman, Restore Our College Campus Committee in Fallon, said it will be important for the members of the institutional advisory councils to report back to the groups they represent and get their input in order to provide a second level of communication below the Regents' Committee.

4. Information Only-Committee Charge – (continued)
5. Information Only-Institutional Advisory Councils – (continued)

Chair Anderson directed Chancellor Klaich to update the draft charges for both the Committee and the institutional advisory councils based on the discussion and bring revised versions to the next meeting for approval by the Committee.

Regent Leavitt left the meeting.

6. Information Only-Nevada College Collaborative – Mr. Woodbeck provided a briefing on Nevada College Collaborative initiatives underway primarily between TMCC, WNC and GBC (*Ref. CC-6 on file in the Board office*).

The briefing included information on a grants center initiative, process mapping, and pursuing efficiencies in purchasing, financial aid processing, admissions, distance education and professional development.

Dr. Steven Zink, Vice Chancellor for Information Technology, said the robustness of the statewide network is an important resource and will allow the institutions to work collectively in new ways. The adoption of common business processes across the community colleges will streamline workflow and contain costs in the back office.

Regent Knecht stressed the importance of documenting the savings the NSHE is achieving through reengineering existing processes and increasing efficiency and effectiveness.

7. Information Only-Trade Adjustment Assistance Community College and Career Training Grant – Mr. Woodbeck provided a brief update on the status of the Trade Adjustment Assistance Community College and Career Training Grant (TAACCCT) application submitted by the Nevada Community College Consortium of CSN, TMCC, GBC and WNC to the Department of Labor (*Ref. CC-7 on file in the Board office*).

The update included information on grant objectives targeted toward veterans and adult learners and opportunities for expanding existing services such as curriculum development and matching learners with career objectives.

8. Information Only-New Business – Chair Anderson said the next meeting of the Committee will take place on November 21.

Vice Chair Melcher indicated a preference for including an item on the Board's agenda, separate from the other committee reports, to present the activities of the Committee.

Chancellor Klaich commented on the opportunities that will come with the arrival of Tesla Motors in Nevada. NSHE representatives have already met with Tesla to discuss curriculum and degrees ranging from advanced engineering to certificates. Chancellor Klaich noted the organizational structure of the NSHE allowed him to bring all of the key players to the table at the same time. He said as this opportunity develops, every asset of the NSHE will be involved.

9. Information Only-Public Comment – Mr. Jose Solorio, Chair of the Higher Education Committee, Latino Leadership Council, expressed hope that the ability of the NSHE to prepare students and respond to the needs of the business community will increase economic development in Nevada.

Ms. Pat Fling, Executive Director, ACTIONN, asked whether the Nevada College Collaborative will be a vehicle for the colleges to collaborate on curriculum. Chancellor Klaich indicated that may occur in the future; however, the original mission of the Nevada College Collaborative is to assist in some of the budget issues the colleges are facing.

The meeting adjourned at 12:13 p.m.

Prepared by: Keri D. Nikolajewski
Manager of Board Operations

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