

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 December 2015 meeting.

**BOARD OF REGENTS and its
COMMUNITY COLLEGE COMMITTEE
NEVADA SYSTEM OF HIGHER EDUCATION**
System Administration, Las Vegas
4300 South Maryland Parkway, Board Room
Wednesday, September 2, 2015

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
Mr. Robert Davidson
Dr. Jason Geddes
Mr. Sam Lieberman
Ms. Allison Stephens

Others Present: Mr. Daniel J. Klaich, Chancellor
Ms. Crystal Abba, Vice Chancellor, Academic and Student Affairs
Dr. Constance Brooks, Vice Chancellor, Gov't and Community Affairs
Ms. Brooke Nielsen, Vice Chancellor, Legal Affairs
Mr. Frank R. Woodbeck, Executive Director, Nevada College Collaborative
Mr. R. Scott Young, Acting Chief of Staff to the Board of Regents
Mr. John Kuhlman, Manager, Public Information
Mr. Omar Saucedo, Manager, Gov't Affairs and Diversity Initiatives
Dr. Michael D. Richards, President, CSN
Dr. Mark A. Curtis, President, GBC
Dr. Maria C. Sheehan, President, TMCC
Mr. Chet 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 8:34 a.m. with all members present except Regent Stephens.

1. Information Only-Public Comment – None.
2. Approved-Minutes – The Committee recommended approval of the minutes from the June 4, 2015, meeting (*Ref. CC-2 on file in the Board office*).

2. Approved-Minutes – (continued)

Regent Lieberman moved approval of the minutes from the June 4, 2015, meeting. Regent Geddes seconded. Motion carried. Regent Stephens was absent.

3. Information Only-Institutional Advisory Council Meetings – Each community college president and institutional advisory council chair (or designee) provided a report on the discussions and actions from their most recent meeting(s) held between June 4, 2015, and September 1, 2015.

Mr. Rob Hooper, Chair, WNC Institutional Advisory Council, reported the WNC IAC reviewed student career paths, the career hub program, the proper mix of hard and soft skills, communication and promoting the program, improving student and parent engagement, advocacy and a one voice approach with active participation by all WNC IAC members. Additionally, Mr. Hooper provided an update on WNC IAC metrics and the JumpStart program and shared a report on activities of the other councils. Future discussions will focus on methods for supporting rural colleges.

Vice Chair Melcher observed the importance of sharing information among the IACs and the importance of working on best practices.

Dr. Nancy Brune, Chair, CSN Institutional Advisory Council, reported on Silver State Solutions/Burning Glass. A CSN IAC subcommittee was formed in April for the purpose of studying the campus renaming issue.

Mr. Randy Robison, CSN IAC member, reported on the efforts of the campus renaming subcommittee. The group included members of the community, local businesses, college staff, faculty and representatives of the student senate.

Regent Stephens entered the meeting.

Mr. Robison said the driving motivation is building on connections between the colleges and the community. The subcommittee's formal recommendation was presented to the full CSN IAC and the council recommended the following campus name changes: Cheyenne – College of Southern Nevada, City of North Las Vegas, Cheyenne Campus; Las Vegas West Charleston – College of Southern Nevada, City of Las Vegas, West Charleston Campus; and Henderson - College of Southern Nevada, City of Henderson, College Drive Campus.

In response to a question from Regent Geddes, Chair Anderson indicated the subcommittee's recommendation will be on the agenda for the next CSN IAC meeting and then brought forward.

3. Information Only-Institutional Advisory Council Meetings – *(continued)*

Regent Geddes suggested the titles not include a city designation. Vice Chair Melcher agreed and said as an example the campus on Cheyenne might be named CSN North Las Vegas. Regarding the recommendation process, Vice Chair Melcher stressed the importance of seeking input, support and agreement from presidents and campus constituencies. He stated his understanding is that campus presidents should make a formal recommendation to the full Board.

Ms. Brooke Nielsen, Vice Chancellor, Legal Affairs, agreed with Vice Chair Melcher's assessment of the governance process. Dr. Michael D. Richards, President, CSN, concurred with Vice Chancellor Nielsen and assured Vice Chair Melcher that the standard process will be observed.

Regent Stephens agreed with Regents Geddes and Melcher and indicated her preference for naming campuses without including city names. Regent Lieberman observed the goal is to unify the community college element of our system. Incorporating city names may both unify and divide the community.

Chair Anderson noted the discussion will continue when the issue comes before the committee.

Dr. Brune expressed concern about the subcommittee's inability to quantify the economic advantages of changing campus names. Additionally, some discussion focused on the usefulness of addressing the issue. She acknowledged Chair Anderson for her presence at the recent meeting, thanked her for her interest and extended an invitation to all members to attend.

In response to Vice Chair Melcher's request for a list of IAC members, their contact information, meeting dates, times and locations, Chair Anderson agreed that information would be helpful for the Committee to have and stressed the importance of attending in order to gather information and demonstrate interest and commitment to the process.

President Richards said the CSN IAC meetings have been informative. He noted they received IAC operational guidelines, discussed the role of subcommittees and ways the CSN IAC can make a meaningful contribution. President Richards agreed all would benefit if members of the Committee were able to attend IAC meetings.

Dr. Maria C. Sheehan, President, TMCC, introduced Ms. Michonne Ascuaga, Vice Chair, TMCC Institutional Advisory Council. Ms. Ascuaga reported on marketing of the college, student services, recruitment and outreach activities, Burning Glass Technologies, the Nevada College Collaborative and efforts to find and implement shared services. She said there was considerable public comment on both IT initiative and police consolidation. Additionally, Ms. Ascuaga offered

3. Information Only-Institutional Advisory Council Meetings – *(continued)*

a summary of America's College Promise and informed the Committee TMCC is scheduled for an accreditation visit from the Northwest Commission on Colleges and Universities in October. The TMCC IAC also heard reports on TMCC remediation efforts.

Ms. Ascuaga reviewed discussions involving the technical high school and the technical pathway collaboration with local high schools. The objective is to address concerns about aligning education with the growing and demanding workforce requirements in northern Nevada. The TMCC IAC learned about alternative revenue sources and grant opportunities, capital projects and priorities for the college. President Sheehan presented two priorities: parking and transit and development of the Black Box Theatre project.

Ms. Ascuaga said the TMCC IAC heard a report from Mike Kizmierski, TMCC IAC member, focused on a recently released EPIC (Economic Planning Indicators Committee) report. The committee's goals include quantifying the current growth cycle and understanding its impact on the community. President Sheehan asked the TMCC IAC to prepare for meetings by responding to a series of questions mainly around strategies to support TMCC and to better serve the community. Ms. Ascuaga concluded by saying the group is diverse and the feedback to President Sheehan's questions was very rich.

Chancellor Daniel J. Klaich suggested that, regarding the upcoming accreditation visit, it appears the Board of Regents' adopted structure may assist accreditation. The structure concerns oversight and governance. Mr. Frank R. Woodbeck, Executive Director, Nevada College Collaborative, Vice Chancellor Nielsen and Chancellor Klaich can work to assist with the process.

President Sheehan stated there are always questions about how the Board evaluates itself and supports the college. There will be interest in the new structure. Chancellor Klaich requested a contact person be appointed to direct his group to types of questions and information that would be helpful in ensuring a successful accreditation process.

Vice Chair Melcher expressed his enthusiasm for the developing evaluation system and for the TMCC IAC efforts. Essentially, this is creating a system within a system.

Dr. Mark A. Curtis, President, Great Basin College, said the next GBC IAC meeting is September 17 and a report will be submitted at the next Committee meeting.

4. Information Only-Community College Programs Serving Secondary Students – Each community college provided a report on the status of special programs such

4. Information Only-Community College Programs Serving Secondary Students –
(continued)

as Jump Start, community college high schools and other dual credit or advanced placement programs serving secondary schools/students.

Executive Director Woodbeck stated the purpose of this series of reports is to build a baseline for each institution for the programs offered and to provide ongoing progress reports at the appropriate times. The campuses are working diligently to engage secondary education.

President Richards reported that *Newsweek Magazine* named five schools in Nevada as top high schools in the nation. Among those were community college high schools sponsored by CSN. Graduation rates from these high schools are a record setting 95-100 percent. Additionally, he said CSN is talking to the school district about expanding the program. The schools are supported by Clark County School District (CCSD), but CSN provides space, teachers and other requirements. Current enrollment is approximately 500 and the hope is to increase to 1,000 students. President Richards reported extensive conversations with CCSD concerning science, technology, engineering and mathematics (STEM) partnership near the North West campus. The site is expected to be available in the fall. He concluded with an update on the expanding Jump Start program and the Tech Prep program which involves over 2,000 students who are assisted with the exploration of occupational and vocational opportunities.

President Curtis observed the number of high school students in dual enrollment has increased by 10.3 percent or 548 students in our service area. This number equates to 192 full-time equivalent (FTE). Students are performing well and their parents are appreciating the value of the program. The capture rate of these students continuing on at GBC is high. Additionally, he said GBC has a Tech Prep program, but does not have a Jump Start program. The emphasis has been on dual enrollment and most courses are delivered through interactive video and online.

Regent Geddes asked if dual enrollment students who do not continue at GBC are tracked. Dr Curtis said they are tracked and suggested the number may be close to 75 percent, but he will research and provide specific information.

Chancellor Klaich offered that his office is working on tracking these students, a process which will be facilitated by a longitudinal data system. A report to the Committee will be presented in the near future. Regent Geddes encouraged Chancellor Klaich to continue the work as the data will be very useful.

Mr. Chet Burton, President, WNC, reported the Jump Start program was started last year. It is a structured program and the courses are in person. In the first year, 33 class sections were offered at six locations. Two hundred students participated, accounting for 144 FTE students. Further, President Burton said the completion

4. Information Only-Community College Programs Serving Secondary Students –
(continued)

rates for Math 126 and 127 were over 95 percent and English 101 and 102 were over 98 percent. The students are very motivated and in most cases, completion rates were double those of advanced placement classes.

President Burton continued and reported that in the second year the program expanded to 80 class sections, nine locations and 297 FTE students. This number represents 15 percent of FTE at WNC. Additionally, he said the program began with one track last year, a traditional transfer track. This year three tracks are offered: traditional transfer track, college prep track and career and technical track. President Burton concluded by saying WNC also offers Fast Start, online programs that allow high school students to take college classes.

President Sheehan reported the TMCC high school graduation rate last year was 98 percent with 234 students currently enrolled. Nineteen students graduated at commencement last year with their associate's degree and then received their high school diploma two weeks later. She noted 50 students are enrolled next fall in the technical pathway program and career and technical education served 450 students in the 2014-2015 school year. The objective is to gather baseline data to ensure students in these programs are finding employment.

Chancellor Klaich observed the partnership with K-12 was a recommendation of the Fresh Look at Community Colleges Task Force. The report will be shared with Bruce James, President and Chief Executive Officer of Nevada New-Tech Inc.

Regent Stephens expressed her appreciation for the institutions looking at new, innovative approaches for working with K-12.

5. Information Only-Community College Campus Updates – Each community college president provided updates on community college initiatives concerning student success, higher education trends and workforce development that have occurred since the Committee's last regular meeting.

President Richards introduced Dr. Juanita Chrysanthou, new Vice President for Student Affairs, CSN. President Richards reviewed preparation for the accreditation visit in October, the addition of new faculty positions for this fall and the Guided Pathway project. He said that guided pathways were created for every program; nearly 350 pathways cover both full- and part-time students. President Richards outlined the beginnings of an exploration of a minority male mentoring project, interventions meant to help minority males stay in school and complete their course of study. Additionally, he reported graduating the first cohort of military medics who have been trained in practical nursing, a program developed at the request of Governor Brian Sandoval's office and approved by the State Board of Nursing. Finally, President Richards reported the renovation of the

5. Information Only-Community College Campus Updates – *(continued)*

veterinarian tech classrooms at the West Charleston campus and the completion of the consolidation of all tutorial services on campus.

President Sheehan reported a convocation was held a few weeks ago which focused on mission and core themes. She said the Phi Theta Kappa Honor Society leader will offer a personal reflection to the full Board on the demographics of community college students and their role in college completion. The Pennington Health Science Center will open within a couple of months. The opening will address a past accreditation finding that was critical of the divide in the nursing program and will increase course offerings for students. Additionally, President Sheehan stated, the Applied Technology Center is under construction and will better serve workforce needs. Lastly, she addressed parking issues. She said there has been a good deal of participation from students and community. Information will be provided to the TMCC IAC and a proposal will be presented to the full Board in December.

Chancellor Klaich noted President Sheehan has announced her retirement. Chancellor Klaich, Board of Regents Chair Trachok and Vice Chancellor Nielsen will visit TMCC and begin the process of searching for a new president tomorrow.

President Burton, WNC, reported the construction apprenticeship program will double in size. He said the Fallon campus recently hosted a well attended appearance by Senator Marco Rubio. The Senator supports making junior and senior high school students eligible for Pell Grants for Jump Start programs, among others, and reinvesting in student services. President Burton noted the recent four percent tuition increase was directly utilized to employ four new faculty members, provide for improvements in key student areas including library and computer labs and grow applied technology and manufacturing programs at the Carson City campus. Further, President Burton said enrollment is still lagging but there is potential for growth. He discussed a shared services program allowing the WNC library director to divide her time and serve as library director at TMCC this year. A national convention of the Rural Community College Alliance will be held at WNC September 22th through the 24th. WNC will partner with TMCC to give a tour of their new IGT facility and will present on the completion initiative, Jump Start and shared services and the automotive program which refurbishes donated vehicles. Finally, President Burton announced the 25th anniversary of the WNC Theatre Company which will present Mary Poppins in November.

Regent Lieberman requested information on the upcoming Rural Community College Alliance conference.

President Curtis offered highlights of events and activities: the upcoming GBC golden anniversary celebration, the GBC Child and Family Center has received an award from the Nevada Department of Education, Office of Early Learning and

5. Information Only-Community College Campus Updates – (continued)

Child Development, a newly appointed foundation director, the recently expanded physical space of the Veterans Resource Center to accommodate an on-site State Veterans Services Officer, the promotion of an associate vice president for distance education, the continuing increase in the quality and offerings of online education in several gateway courses. He said embedded tutors have become the go to person for all students in a particular gateway course. Additionally, President Curtis reported newly established high school electrical courses in Winnemucca and Ely. Lastly, he said this year the Career and Technical program is at capacity of 184 students and a waiting list has been established.

6. Information Only-Nevada College Collaborative – Executive Director Frank R. Woodbeck reported on the progress of Nevada College Collaborative initiatives, including grants, shared services and inter-agency collaboration.

Executive Director Woodbeck reported on community college programs serving secondary students, the Nevada College Collaborative, the status of several promising grants, the Trade Adjustment Assistance Community College and Career Training (TAACCCT4) program, an apprenticeship grant and STEM Challenge grants. He discussed standardized application processes, professional development, distance learning, shared library management and other means of providing institutional collaboration. Finally, Mr. Woodbeck discussed the America's Promise Act of 2015 and similar state initiatives.

The meeting recessed at 10:13 a.m. and reconvened at 10:34 a.m. with all members present.

7. Information Only-Burning Glass Technologies – Chief Economist Bill Anderson, Department of Employment Training and Rehabilitation, demonstrated modules available to community colleges as a result of the collaborative acquisition of the Burning Glass Technologies system, to be known as Silver State Solutions.

Mr. Anderson explained that Burning Glass Technology systems collect information from websites with job postings, gathers data and provides an idea of labor demand. He presented Clark County employment data collectively and health care industries specifically. The report included information related to job postings, leading industries, occupations, job skills, in-demand certifications and education requirements.

Regent Stephens left the meeting.

Mr. Anderson, in response to a question from Regent Geddes, said that from a program development perspective, skills and certification requirements would be most important. Once needs are identified, he and his team can provide data and county specific information on a regular basis.

7. Information Only-Burning Glass Technologies – (continued)

Executive Director Woodbeck noted four modules of the system are currently being customized for Nevada using curriculum available at the colleges. The labor insight piece is the most generalized as 40,000 websites are scanned for advertised jobs and the generic skills associated with those jobs. He said customizing the data queries will provide more useful information.

Mr. Hooper inquired about data availability and asked if it is available to the general public. Mr. Anderson indicated reports are posted every month. He was not certain about the labor insight piece, but portions of the client management part will be public facing. He said information is collected and provided in response to customer and client inquiries.

Chancellor Klaich expressed his thanks to Mr. Anderson for offering to assist with customizing the data and for focusing on workable strategies. He commented on the potential for a wide range of benefits to the NSHE.

Vice Chair Melcher asked if job postings represented in the presentation were new or existing jobs. Mr. Anderson indicated these were unique postings. Burning Glass has parameters in place to identify duplicates and strives to not include them in the count. Vice Chair Melcher observed that the Occupational Therapy Assistant program at CSN was discontinued for lack of faculty and in spite of an obvious need for the program. He asked if Burning Glass would help with recruiting faculty and provide program development guidance. Mr. Anderson said that once Silver State Solutions is fully implemented, it can be used as a recruiting tool. Job applicants' resumes can be searched for keywords identifying them as potential candidates for faculty positions.

Mr. Hooper asked if this tool will be used by Nevada Job Connect. Mr. Anderson said, yes, they will run the client management tool. Mr. Hooper commented on the value of the system to employers.

Chair Anderson asked about students' access to the data. Mr. Anderson stated this is part of the job and mission in the Research and Analysis Bureau. Students are able to contact his office and are provided with requested information. We are also accessible on our website, nevadaworkforce.com where five to seven reports are posted on a monthly basis.

Chancellor Klaich inquired about a marketing budget and plan for informing students and employers about this valuable service. Regent Geddes observed that one outlet is the workforce offices on campus. Executive Director Woodbeck noted there is no formal market budget in place because the program is not yet fully operational and all of the needs have not been identified. He added that making information available through the campuses is a good start. Mr. Anderson agreed and said students need to be informed and have access to this data.

7. Information Only-Burning Glass Technologies – (continued)

Regent Lieberman encouraged reaching out to career placement staff on campuses and providing information and support. He said this is an ideal partnership and an ideal way to focus on workforce.

Mr. Matt McCarty, GBC IAC Chair, asked about the ability to review the system for job search websites that are preferred by employers. Mr. Anderson replied and said Burning Glass has been presented to five or six sector councils and was well received. Representatives from the mining industry were skeptical because the job posting websites they use were not being captured. Mr. Anderson assured the Committee that staff is working to include this information.

President Burton noted the Trade Adjustment Assistance Community College and Career Training 4 grant provides NSHE a license for the use of Burning Glass Technologies. The plan is to utilize the data for student curriculum counseling. He emphasized the importance of providing career and curriculum guidance to veterans whose skills and experience in the military can be matched with civilian occupations.

Mr. Jose Solorio, Vice Chair, CSN IAC, asked if it is possible to create a database of students and their resumes for employers' access and inquiries. He also asked if a diversity factor can be included to allow companies to hire diverse candidates. Executive Director Woodbeck said students are able to upload their resume and employers are able to search for potential candidates. He indicated he would need to research the question of available diversity information.

8. Approved-Institutional Advisory Council Guidelines – The Committee recommended approval of the adoption of the Institutional Advisory Council Guidelines for use at each community college (*Ref. CC-8 on file in the Board office*). This uniform set of guidelines provides parameters under which each council should operate.

Chair Anderson stated the purpose of the IACs, as outlined in the proposed guidelines, is to ensure the linkage between each community college and the community it serves and to anticipate future regional education trends.

Executive Director Woodbeck observed the proposed guidelines are available to members in the provided reference material.

Regent Lieberman moved approval of the adoption of the Institutional Advisory Council Guidelines as presented. Regent Melcher seconded. Motion carried. Regent Stephens was absent.

9. Information Only-Federal “America’s College Promise Act of 2015” and Similar State Initiatives – The Committee and community college presidents discussed the “America’s College Promise Act of 2015” (H.R. 2962) introduced in Congress on July 8, 2015, to gain an initial understanding of the bill and its potential impact if enacted in some form (*Ref. CC-9 on file in the Board office*). This measure would establish a federally funded program to provide tuition-free access to community colleges for all citizens, for two years, under certain performance parameters. The Committee discussed the “free community college” concept adopted by several states using state-originated plans and the potential for such programs of college affordability in Nevada.

Executive Director Woodbeck provided a summary in response to Vice Chair Melcher’s request for an overview of the proposed legislation. He said extensive internal conversations have centered on a goal of providing access and completion for students who are capable of successfully matriculating, but cannot afford to attend college without assistance or financial support. Executive Director Woodbeck suggested the focus should be on college affordability rather than on free community college. The focus should be on students who are capable of succeeding. He recently visited Washington, D.C. and had the opportunity to speak with staff of members of the Nevada congressional delegation regarding these goals and possible changes to the proposed legislation.

Vice Chair Melcher noted the bill addresses community colleges in the state for an Indian tribe. He asked about the intent of this section and wondered how it would affect Nevada’s Indian tribes, especially those whose population crosses state borders. Executive Director Woodbeck said it is federal legislation and there is a sensitivity regarding the impact on American Indian tribes. He expected there would be an ongoing discussion. Vice Chair Melcher suggested some agreements might be necessary if and when the legislation is applied to the states and tribes that cross state lines.

Chair Anderson noted the Act in its current form does not provide funding. She said she anticipates a long process.

Executive Director Woodbeck indicated an event will be held in Michigan promoting this initiative in the next few weeks at Macomb Community College, and the conversation is about to expand nationally. He emphasized the need to include need-based financial aid in the conversation.

Chancellor Klaich observed the conversation is both political and practical. It is essential to focus on students’ goals and the means to provide students with the tools they need to be successful.

10. Information Only-New Business – Regent Geddes said he has contacted Chairman Trachok and Vice Chairman Wixom requesting the inclusion of an agenda item for the next full Board meeting, pending direction from Board

10. Information Only-New Business – (continued)

leadership. The item relates to an IBM smarter cities challenge grant proposal. He said the proposal is drafted and will be presented to local governments for approval before coming to the Board of Regents.

11. Information Only-Public Comment – Mr. Solorio spoke regarding IAC guidelines. Initially the Latino Leadership Council was involved in establishing guidelines and assisting in making this process a success. He said 10 initial charges were identified. However, the guidelines just passed do not include these recommendations. He expressed his concern that they be included so the success of the IACs can be measured. Mr. Solorio added the matter was discussed during the recent CSN IAC meeting and is also strongly endorsed by the Latino Leadership Council.

The meeting adjourned at 11:30 a.m.

Prepared by: Jan Brase

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