

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 2017 meeting.

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

System Administration, Las Vegas
4300 S. Maryland Parkway, Board Room
Monday, November 28, 2016

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 (*via telephone*)
Dr. Jason Geddes
Mr. Sam Lieberman
Ms. Allison Stephens

Advisory Members
Present: Dr. Nancy Brune, CSN IAC Chair
Ms. Collie Hutter, TMCC IAC Chair
Mr. Matt McCarty, GBC IAC Chair

Advisory Members
Absent: Mr. Rob Hooper, WNC IAC Chair

Others Present: Mr. Nicholas Vaskov, Vice Chancellor, Legal Affairs
Mr. Robert Moulton, Vice Chancellor, Information Technology
Mr. Dean J. Gould, Chief of Staff & Special Counsel to the Board
Mr. Frank R. Woodbeck, Executive Director, Nevada College Collaborative
Mr. James Martines, System Counsel
Dr. Michael D. Richards, President, CSN
Dr. Mark A. Curtis, President, GBC
Dr. Karin M. Hilgersom, President, TMCC
Mr. Chester 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 8:32 a.m. with all members present.

1. Information Only-Public Comment – None.
2. Approved-Minutes – The Committee recommended approval of the minutes from the September 1, 2016, meeting (*Ref. CC-2 on file in the Board office*).

Regent Lieberman moved approval of the minutes from the September 1, 2016, meeting. Regent Stephens seconded. Motion carried.

3. Information Only-Association of Community College Trustees (ACCT) Leadership Congress – Dr. Narcisa A. Polonio, Executive Vice President for Education, Research and Board Leadership Services, ACCT, presented information on the upcoming ACCT Leadership Congress to be held in Las Vegas on September 25-28, 2017.

Dr. Polonio extended an invitation to the NSHE to participate in the hosting of the Leadership Congress and to contribute to conference sessions and activities while highlighting the great work being done at NSHE institutions.

Chair Anderson nominated Regent Stephens to serve as the liaison between ACCT and the Board of Regents, with Executive Director Frank R. Woodbeck providing support and coordination with NSHE leadership and staff.

Regent Stephens said she was grateful for the opportunity to represent the NSHE at the 2016 Leadership Congress in New Orleans and is looking forward to welcoming ACCT to Nevada in 2017.

4. 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).

Ms. Collie Hutter, Chair, TMCC IAC, reported the TMCC IAC heard a presentation from the TMCC Veterans Resource Center and discussed utilizing the TMCC Career Center to inform veterans about job opportunities in the community. The IAC also heard a report from the TMCC Foundation on the successful “Food, Wine and the Future” event held in September. The companies that participated in this event held a job and training fair the following day for local high school students. Dr. Karin M. Hilgersom, President, TMCC, made a presentation on the TMCC Capital Master Plan that includes a fitness complex and a new building that would provide space for expanded culinary arts programs, a theater and an event space. Each member of the IAC has been tasked with reaching out to a member of the Legislature and inviting them to tour TMCC. The IAC continued its discussion on mission differentiation; heard a presentation on dual credit programs; and discussed marketing, branding and outreach efforts aimed at increasing awareness of educational opportunities at TMCC.

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

Mr. Chester O. Burton, President, WNC, reported the WNC IAC was tasked with developing a more detailed mission description for the institution. This work will be the basis for better defining mission differentiation within the NSHE and will promote a higher level of integration among System institutions for the benefit of students. The IAC discussed partnering with the NSHE in the upcoming legislative session and advocating for the community colleges. Members also discussed current budget issues and the potential impacts of a five percent budget cut. President Burton noted he was named chair of the Northern Nevada Development Authority's workforce development committee. The committee identified working with WNC on filling the pipeline of students entering career programs as its top priority. The IAC also discussed upcoming capital projects and enrollment challenges.

Dr. Mark A. Curtis, President, GBC, reported the GBC IAC discussed the visit from Board of Regents Chairman Rick Trachok, Chancellor John V. White and Executive Director Woodbeck, who met with college stakeholders to discuss the search for the next president of GBC.

Dr. Nancy Brune, Chair, CSN IAC, reported the CSN IAC will be adding two members from the business community. The IAC heard an update on the budget and members expressed concern that the recommended Career and Technical Education (CTE) enhancements do not align with the fastest growing, highest demand programs at CSN, which are in the health sciences area. The IAC held a lengthy discussion on mission differentiation and created a new subcommittee that will focus on K-12 partnerships.

5. Information Only-Community College Campus Initiatives – Each community college president provided the Committee with campus-related updates on community college initiatives that have occurred since the Committee's last regular meeting.

The report from TMCC included information on campus discussions surrounding budget issues, CTE enhancement funding, sustaining high quality programs and academic reorganization.

The report from GBC included information on a donation from Barrick Gold Corporation to support internships for veterans, the launch of an online giving module to facilitate donations and an increase in student enrollment. President Curtis noted the passing of Mark Chilton and John Carpenter, two longtime supporters of GBC.

The report from WNC included information on the soccer and rodeo club sport programs and the possibility of adding golf and cross country club programs, expansion of the Veterans Resource Center, launch of the rural nursing program

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

in Fallon, expansion and modernization of the biology lab and cadaver lab funded by the Pennington Foundation, proposals received for the campus housing project and receipt of a Department of Labor grant for apprenticeship programs.

The report from CSN included information on an increase in enrollment, meetings concerning the idea of a multi-campus district, the unveiling of a new monument sign at the North Las Vegas campus, opening of an interactive business lab and multi-cultural center, campus visits from presidential candidates and CSN student participation in activities surrounding the October 19 presidential debate held at UNLV. President Richards noted there is a great need to work as a system to better market the community colleges. He recommended a marketing plan for the community colleges be developed before, or at least concurrent to, the legislative session.

6. Information Only-Unique Community College Highlights – Each institutional advisory council chair, on a rotational basis, will be asked to highlight unique characteristics about their college and/or community that Committee members may not be aware of. This meeting highlighted the College of Southern Nevada and CSN IAC chair Dr. Nancy Brune provided a report.

Dr. Brune reported on the success of CSN's Bump Up program which provides intensive mentoring and support for Latino and African American students. CSN hosted several debate watch parties, a college affordability forum and several other forums to discuss state and local ballot measures. CSN's HVAC program was recently accredited by HVAC Excellence and is the only specialized accredited HVAC program in southern Nevada. Dr. Brune noted a sculpture called the 'Dream Machine' created by CSN faculty member Wayne Littlejohn will be installed at Siegfried and Roy Park in Las Vegas. The sculpture has been called one of the most important pieces of public art to be unveiled locally in years.

7. Information Only-Shared Administrative Services, Northern Nevada Community Colleges – Chair Andrea Anderson led a discussion of shared services opportunities/models for GBC, TMCC and WNC.

Chair Anderson encouraged the institution presidents to focus on areas where cost savings can be achieved through sharing and standardization without negatively impacting students.

President Burton said WNC looks at opportunities for shared services on a case-by-case basis and has successfully partnered with GBC and TMCC in areas including institutional research, library services, professional development and distance education. He noted any additional savings will have to be achieved through attrition, as 85 percent of WNC's budget is allocated to salaries.

7. Information Only-Shared Administrative Services, Northern Nevada Community Colleges – (continued)

President Burton said he can look at the potential for shared services in a certain area; however, if it requires a contract buyout or elimination, there is no money available for those costs. President Burton noted that one of the largest budget lines is information technology (IT) services, and he recommended looking at opportunities for shared services within IT operations System-wide. The largest operations are at the universities and functions are duplicated at each site.

President Hilgersom suggested looking for shared services opportunities within the areas of human resources and Title IX compliance.

President Curtis said he believes GBC will gain some efficiencies through the implementation of iNtegrate 2. He noted GBC has eliminated over 60 positions in the last five years and is operating very lean.

Regent Stephens observed the NSHE has been asked to cut its budget by five percent. She asked for clarification from the presidents on whether they believe the five percent reduction is achievable through shared services.

President Burton said given all of the cuts WNC has taken thus far, the five percent almost works in contrast to looking at additional shared services and streamlining. Considering the timeframe he has to work with and obligations under employment contracts, it is not possible to put anything in place to make the five percent cut.

President Hilgersom echoed President Burton's comments.

Regent Stephens said she understands the constraints, particularly when it comes to contracts and personnel; however, this is an opportunity for the presidents to provide input. She noted the Board will have to make some difficult decisions and she would rather have solid input from the presidents before making those decisions.

President Burton noted that WNC, along with most of the other community colleges, have taken continuous budget cuts since 2008. He believes the only thing left to do is to start looking at larger consolidations, not only with the community colleges but other groups within the System. He does not believe it is possible to incorporate the five percent cut without impacting students.

President Richards noted the NSHE has four or five institutions that are living from paycheck to paycheck. It is difficult to do any type of strategic planning because of the resource constraints under which the institutions operate. He recommended a System-wide examination and discussion of this issue.

The meeting recessed at 10:11 a.m. and reconvened at 10:21 a.m. with all members present except Regent Davidson.

8. Approved-Procedures and Guidelines Manual Revision, Institutional Advisory Councils – Formation, Charge and Procedure – The Committee recommended approval of a revision to the *Procedures and Guidelines Manual (Chapter 17, Section 1, Subsection a)* to address a conflict within Subsection d – Election of Officers, to be sure the current terms of office for IAC members holding the offices of chair or vice chair will extend beyond their current appointment terms, and that the terms of future appointees will end at the conclusion of odd numbered calendar years (*Ref. CC-8 on file in the Board office*).

Executive Director Woodbeck provided a brief review of the proposed policy revision.

Regent Lieberman moved approval of the proposed *Procedures and Guidelines Manual* revision as presented. Regent Stephens seconded. Motion carried. Regent Davidson was absent.

9. Information Only-Network Capabilities for Delivering Distance Education – Vice Chancellor for Information Technology Robert Moulton presented information on the capabilities of the Nevada broadband network (*Ref. CC-9 on file in the Board office*).

Regent Davidson rejoined the meeting by telephone.

The presentation included information on System Computing Services (SCS) customers and services, NevadaNet, how the network is currently being utilized for distance learning and how the colleges may increase utilization in support of expanded enrollment.

10. Information Only-New Business – None.
11. Public Comment – None.

The meeting adjourned at 10:39 a.m.

Prepared by: Keri D. Nikolajewski
Manager of Board Operations

Submitted for approval by: Dean J. Gould
Chief of Staff and Special Counsel to the Board of Regents