

*College of Southern Nevada Institutional Advisory Council*  
*Meeting Minutes*  
*Tuesday, November 10, 2020*

***Welcome, call to order and roll call***

The regular meeting of the Institutional Advisory Council was called to order at 11:05am.

Roll was called:

**Present**

- Chair Randy Robison
- Vice Chair Peter Guzman
- John R. Bailey
- Dr. Nancy E. Brune
- Tim Buchanan
- Jaime Cruz (proxy Irene Bustamante Adams)
- Maria Jose Gatti
- Vida Chan Lin
- Shaundell Newsome
- Dennis Perea
- Jonas Peterson
- Jose Solorio
- Colton Teerlink
- CSN Faculty Senate Chair Maria Schellhase
- ASCSN President Karli McFarling-Kelly
- CCSD Superintendent Dr. Jesus Jara

**Absent**

- Ken Evans
- Paul J. Moradkhan
- Shari Wong

Chair Robison welcomed and thanked Council members and guests for their attendance.

**1. *Public Comment***

Chair Robison called for public comment. There was no public comment received.

**2. *Approval of Minutes***

Chair Robison called for approval of the minutes of the September 1, 2020, IAC meeting. Upon motion duly made and seconded, the September 1, 2020, meeting minutes were approved.

**3. *Report from the Council Chair***

Council Chair Robison provided a report on his activities since the last meeting:

- As the Council authorized at the September 1, 2020, meeting, Chair Robison sent a letter to the federal delegation encouraging them to use the headcount formula in future funding disbursements. Chair Robison received some responses from offices who CSN had not previously heard from, and he thanked the Council for its support.
- Chair Robison recently participated in an IAC Chair meeting, which included the Chair of the Community College Committee and Chancellor Rose. Board of Regents Chair Doubrava explained that the Board is organizing an advisory committee to the Budget Reduction Committee, and he plans to involve the IACs by appointing the IAC chairs to the advisory committee. There is a global invitation to all IAC members to recommend any areas where there is innovation, potential for strategic change, or areas that should be reviewed more closely; recommendations can be forwarded to Chair Robison, Dr. Zaragoza, or Ms. Kihuen.

- The Hispanic Association of Colleges and Universities (HACU) recently named Dr. Zaragoza to its Governing Board. Chair Robison congratulated Dr. Zaragoza on this accomplishment. Vice Chair Guzman echoed Chair Robison's comments, and commended Dr. Zaragoza for how he has embraced the community since arriving in Las Vegas. Dr. Zaragoza has raised CSN's level of success with class and dignity, and Vice Chair Guzman is grateful that Dr. Zaragoza joined CSN. Ms. Kihuen added that Dr. Zaragoza will be the first Nevadan to serve on the Governing Board, and most of the federal delegation supported his nomination. Mr. Solorio thanked the Board of Regents and the search committee that recommended hiring Dr. Zaragoza; this shows the importance of external searches.
- Chair Robison called for approval of the meeting dates (February 9<sup>th</sup>, May 11<sup>th</sup>, June 29<sup>th</sup>, and September 14<sup>th</sup>, and November 9<sup>th</sup>) for the 2021 calendar year. Upon motion duly made and seconded, the meeting dates were approved.

#### **4. *President's Welcome & Update***

CSN President Dr. Federico Zaragoza welcomed and thanked everyone for attending the meeting, and provided an update on several recent events:

- Dr. Zaragoza commented that his appointment to the HACU Governing Board is a reflection on the CSN and Southern Nevada communities.
- Higher education is in the midst of a perfect storm of change and uncertainty. Specifically, five changes are occurring: NSHE leadership, the pandemic, the economy, a call for social justice, and a contested presidential election.
- Dr. Melody Rose began her tenure as NSHE Chancellor around the same time that Dr. Keith Whitfield started as President of UNLV, and Brian Sandoval recently began as President of UNR. Dr. Zaragoza thanked the outgoing regents for their service and welcomed the four new regents: Lois Tarkanian, Byron Brooks, Patrick Boylan, and Joseph Arrascada. Regent Cathy McAdoo is now serving as the Chair of the Community College Committee and Regent Patrick Carter will serve as Chair of the Budget Reduction Committee. Question 1 failed and the current Board of Regents governing structure will continue.
- Southern Nevada is facing its worst economic downturn in history, with high unemployment and a declining tax base that threatens the education funding stream. CSN has recently navigated through \$24 million in COVID-related budget reductions with no layoffs, intact infrastructure, and faculty and course sections at fall 2019 levels. CSN benefitted from \$19 million in one-time revenue sources and was recently notified by the Governor's Finance Office to plan to reduce its FY22-23 budget by another 12%.
- CSN continues to be aggressive in seeking grant opportunities and has submitted approximately \$21.9 million in applications. CSN has received several grants, including \$271,000 from the U.S. Department of Commerce to support the NV Grow Program. The GOED Board provided \$2 million in a workforce innovation grant. The CSN Foundation awarded more than \$600,000 in scholarships during the fall semester and has secured pledges from Haas for \$100,000 to support the CSN Emergency Fund. NV Energy has authorized CSN to transfer \$500,000 from restricted endowments to fund scholarships for 400 students.
- There has been an increase in COVID-19 cases nationally and in Southern Nevada. CSN has implemented various changes to ensure the safety of faculty, staff, and students, including social distancing, sanitation stations, and mandatory face coverings. Approximately 85% of classes are being conducted online. CSN also continues to offer online and limited face-to-face services such as advising, counseling, and career and transfer services. The current plan for spring 2021 is to extend the plans currently in place. CSN is also responding to the community members who are out of work by offering 30 accelerated and short-term workforce training programs in high-demand occupations.

1 out of 82 workers in Southern Nevada are CSN alumni. CSN has been selected to participate in various national COVID recovery initiatives, and CSN's work is of national interest. Dr. Zaragoza was invited to give a keynote address at the American Association of Community Colleges' 2021 Workforce Development Institute.

- CSN's enrollment is down approximately 10.5% from this time last fall, which data suggests is caused by COVID-related factors, including mobility, less capacity, older students who dropped out and did not re-enroll, and students who are fearful for their safety.
- Dr. Martin explained that while Great Basin College is experiencing an increase in FTE, Truckee Meadows and Western Nevada are both seeing declines. Nationally, community college enrollments are down while university enrollments are up. Males and students of color are most impacted at CSN and nationally. Additionally, returning/older students at CSN are not returning due to financial reasons and preference for in-person classes.
- CSN surveyed its students in the spring and summer of 2020. 22% of students who responded indicated that they did not plan to continue at CSN in the fall, and 26% of students who responded indicated that they would not continue at CSN if there was a second wave of COVID in the winter and classes had to go online. The main factors that influenced their decision were financial/employment concerns, illness/family problems, and personal problems.
- Another factor that influenced enrollment loss was process barriers. For example, through CSN's "First Steps," students are required to complete advising, placement testing, and orientation; this was challenging in the remote environment. In response, CSN suspended English placement testing and deployed ALEKS which is a diagnostic and remediation software platform. CSN is working to ensure that students receive the advising and placement assistance they need.
- Some of the most significant enrollment loss was in hands-on labs such as IT and diesel technology, culinary arts, ceramics, symphonic band, and theater.
- JumpStart dual/concurrent enrollment classes are up 14%, and math, social sciences, and health sciences have also increased.
- Chair Robison asked, "How are the individuals who were displaced and are retraining and trying to earn training certificates affected? Do they have to go online?" Dr. Martin responded that social distancing and capacity limits must be followed, and in some cases online instruction is an option. CSN is actively recruiting faculty so that additional sections can be offered. Dr. Zaragoza added that health science classes have increased in enrollment and are customizing certain programs to allow for greater opportunities. Additionally, a lot of hands-on instruction for apprenticeship programs occurs on the employer side.
- Chair Robison also asked for Dr. Zaragoza to elaborate on his earlier remarks regarding students who are concerned for their safety. Dr. Zaragoza replied that students are concerned about contamination and for their health. Dr. Martin said that CSN has been diligent in how and when classes have returned to campus to ensure safety for all.
- Chair Robison invited Dr. Jesus Jara to speak regarding the pandemic and its impact on CCSD. Dr. Jara said that yesterday CCSD released its plans to reopen K-12 schools through a hybrid model, which will be discussed on Thursday. The community is dealing with a physical health crisis, mental health crisis, and academic crisis. CCSD has lost more students to suicide this academic year, including a nine year old yesterday, than all of last academic year; students and their families are suffering and returning them to the classroom will allow staff to assist. SNHD has helped CCSD prepare a plan to allow faculty, staff, and students to return to the classroom on a limited basis.
- Mr. Perea told Dr. Jara to let him and the community partners know if there is anything that they can do to assist. Dr. Jara gave kudos to Governor Sisolak for his assistance and the weekly calls with the

health departments to help develop a plan to reopen the schools, and said that Dr. Barton can share some of the work that CCSD is doing to get the community partners to assist.

- Ms. Gatti said that she belongs to the Nevada Resort Association and told Dr. Jara to let her know if there is anything they can do to assist.
- Mr. Solorio thanked Dr. Jara for his leadership during the pandemic and believes that the community can come together to help.
- Chair Robison thanked Dr. Jara for his time and for all he does for K-12 students.

##### **5. *Report from the Vice Chancellor for Community Colleges***

Vice Chancellor Mackinnon provided a report on system activities and issues of interest:

- Vice Chancellor Mackinnon welcomed Regent Amy Carvalho, who is the Vice-Chair of the Community College Committee.
- Vice Chancellor Mackinnon congratulated Dr. Zaragoza on his HACU appointment.
- The State received the Reimagining Workforce grant, and it is in the process of being rolled out. NSHE is waiting to hear on the Strengthening Community Colleges grant and CSN was the lead applicant; Vice Chancellor Mackinnon thanked Frank Woodbeck and his team for their efforts. There are also two applications underway for the H1B Visa Workforce programs. NSHE is also thankful to the Governor's Office for distributing \$1.68 million in CARES funding for workforce programs and has submitted for an additional \$1.3 million across the System. GOED has been a tremendous partner to the community colleges.
- Vice Chancellor Mackinnon discussed the me3 platform, which is a career interest tool that uses a picture matching algorithm game. Individuals are then shown NSHE degrees and certificates that would lead the individual toward a career in that particular field. The platform (me3.careers\Nevada) is free and available to the public, and Vice Chancellor Mackinnon asked for assistance in spreading the word about me3. It is made possible by a grant from the Rogers Foundation.
- NSHE institutions have received approximately one-half the Nevada Promise applications they received last year; it is challenging to reach high school seniors right now. IAC Members can contact Dr. Zaragoza's office if they are interested in serving as mentors.
- Chancellor Rose enjoyed the IAC Chairs meeting, and there was a great discussion about the Budget Reduction Response Committee and ways in which the IAC can be involved in supporting the work of the community colleges and NSHE. There will be more frequent meetings of the IAC Chairs to discuss ideas and challenges of the IACs and community colleges.

##### **6. *CSN Performance Metrics***

Dr. Zaragoza provided an overview of CSN's Performance Metrics that will be presented at the Board of Regents meeting in December 2020 (*see detailed Performance Metrics PowerPoint*):

- CSN has 46,000 students (34,000 degree seeking and 12,000 non-credit). Instructional faculty are 48% female and 52% male, while staff are 56% female and 44% male. CSN is a majority minority institution, and the average student age is 24.
- 54% of first-time, full-time in college students at CSN receive financial aid; last year \$575 million in aid was awarded to CSN students.
- CSN continues to increase its diversity, and from 2015 to 2019 CSN saw an approximately 6% increase in Hispanic students and an approximately 5% decrease in Caucasian students. CSN is projected to continue to reflect the community composition and therefore become more diverse.
- CSN has a successful partnership with CCSD, and there has been an 116% increase in dual/concurrent enrollment students from fall 2016 to fall 2020; there has been a high return on investment from these

programs. Approximately 29,000 high school seniors have completed the CSN Promise application since its inception.

- CSN's graduation rate has increased from 9% (2017-2018) to an estimated 15% (2020-2021). The number of completers has also increased. CSN is one of the most improved community colleges of its size in the country.
- Data shows that students who attend full-time have better retention rates than part-time students.
- CSN's academic advising, Summer Bridge program, TRIO, and Empowerment Network Initiative (ENI) are making a difference in closing the achievement gap. The African-American male cohort continues to be a concern, but CSN is making progress.
- CSN is working to expand opportunities in high-demand fields, such as healthcare and emergency response, emerging technology, and gaming and tourism. Approximately 1,400 students are in the apprenticeship pathway.
- CSN fundraising and grants and contracts has increased substantially over the last several years

## **7. *Preview of 2021 Legislative Session***

CSN Director of Government Affairs, Mariana Kihuen, provided a preview of the upcoming session, and Jim Ferrence provided a brief analysis of the 2020 election and its potential impacts on CSN:

- Ms. Kihuen explained that it is unknown if the legislative session will be conducted in-person or virtually.
- Mr. Ferrence provided a brief overview of the election results. There are 65,000 provisional ballots to be counted, and 60,000 of them are from Clark County. Some of the Assembly race winners include Heidi Kasama in District 2, Shondra Summers-Armstrong in District 6, Cameron Miller in District 7, Cecelia Gonzalez in District 16, Clara Thomas in District 17, Venicia Considine in District 18, Elaine Marzola in District 21, and Natha Anderson in District 30 seat and she is expected to be a friend to higher education. Some of the State Senate races are too close to call, including Districts 5 and 6.
- There will not be a Democrat super majority in the Assembly or Senate.
- Initial polling indicated that Question 1 would pass, but it now looks like it will fail.
- Ms. Kihuen said CSN's legislative strategy has been to position as first responders to the pandemic and to prevent additional budget cuts.
- CSN will work with the IAC Members to encourage possible engagement including written letters or testimony in support of bills favorable to CSN. The "CSN Day at the Legislature" is tentatively scheduled for March 31, 2021.
- The renovation of the Sahara West Center remains CSN's top legislative priority, as this is necessary to help on the workforce front. Two additional priorities are the Northwest Campus development and increasing advising capacity/dual enrollment. Ms. Kihuen asked that if any IAC Members are joining the Southern Nevada Forum Education Committee today (or the final meeting on November 16<sup>th</sup>), to please keep CSN's priorities in mind when voting.
- Ms. Kihuen also thanked Chair Robison, Vice Chair Guzman, Mr. Peterson, Mr. Buchanan, Mr. Ferrence, and Mr. Woodbeck for their contributions to these efforts.

## **8. *Council Member Terms – Renewals***

Chair Robison discussed the current terms of Council members:

- Chair Robison explained that Ms. Kihuen will contact Members whose terms are ready for renewal. Also, let Dr. Zaragoza or Ms. Kihuen know of anyone who would be a great addition to the Council and represents an important industry sector.

### **9. Update from CSN's Faculty Senate Chair**

Faculty Senate Chair, Dr. Maria Schellhase, provided a report on Faculty Senate activities and issues of interest, including how faculty are managing the pandemic:

- Dr. Schellhase welcomed Regent Carvalho and all other distinguished guests and thanked the IAC Members for their service.
- Faculty continue to face challenges in the pandemic, but faculty are getting better at handling these challenges.
- Phase I of the new Faculty Senate website project is complete and Phase II involves adding more faculty resources.
- Dr. Schellhase is also working on a policy platform that will track a policy from start to finish.
- The digital tenure option system has been created and deployed in Canvas, and it has been well-received by faculty.
- A Faculty Senate voting portal was also created in Canvas and has been useful during virtual Faculty Senate meetings.
- This year Faculty Senate is focusing on policies and faculty. In order for students to be fulfilled, faculty also need to feel comfortable in these uncertain times.

### **10. Update from ASCSN Student Body President**

Student Body President, Karli McFarling-Kelly, provided a report on student activities and issues of interest, including how students are managing the pandemic:

- Ms. McFarling-Kelly thanked the CSN administration and staff for their dedication to improving CSN and allowing it to serve as a second home to students.
- ASCSN worked with Vice President and Provost Patty Charlton and her team on return-to-campus materials regarding prevention of the spread of COVID-19.
- There were two student town halls held so far this semester, and the next one is scheduled for November 20<sup>th</sup>.
- During the upcoming ASCSN meeting, the ASCSN members will discuss adding to the Student Emergency Fund.
- ASCSN Secretary Aimee Ablang initiated a non-traditional student recognition platform to highlight their higher educational journey.
- Ms. McFarling-Kelly encouraged Dr. Zaragoza and Dr. Martin to reach out to her and ASCSN for discussion regarding improvement of spring 2021 course enrollment.
- Ms. McFarling-Kelly remarked to Dr. Jara that she understands the current mental health crisis, and she has had friends and family members die due to COVID-19 and a friend who recently committed suicide.
- Chair Robison expressed the IAC's condolences for her loss, and Dr. Zaragoza said that CSN is available for whatever support she and all the other students need.

### **11. IAC Member Spotlight**

Mr. John Bailey provided a brief report on how he can support CSN and how the College can support his work:

- Mr. Bailey said that he grew up in Southern Nevada in a family that was focused on education. Many of his friends attended CSN, and they continue to speak highly of the College.
- By serving on the IAC, Mr. Bailey can receive the assurance that positive changes for the betterment of the community are happening. It is his pleasure to serve on the IAC.
- Mr. Bailey congratulated Dr. Zaragoza and Dr. Jara for their tremendous efforts in the current crises. He also commended Ms. McFarling-Kelly for her courage.

- Mr. Guzman spoke of Mr. Bailey's humility and all that he and his family have done for the community. Mr. Bailey has dignity and is a legal scholar, and Mr. Guzman admires him.

### ***12. New Business***

Chair Robison called for new business. There was no new business.

### ***13. Public Comment***

- Chair Robison called for public comment. There was no public comment. Chair Robison invited Regent Carvalho to offer any comments.
- Regent Carvalho said the meeting has been the most emotional one that she has been a part of since becoming a regent. She is excited to hear of the positive things that are happening at CSN and is a proud alumna of the College.
- Regent Carvalho emphasized that everyone is on the same team, that student success is the goal, and that the IAC Members can reach out to her if they need anything.

### ***14. Adjourn***

Meeting adjourned at 1:03pm.

Minutes respectfully submitted by: Stephanie Knoblach