

# PLANNING COUNCIL MEETING MINUTES

Monday, November 16, 2020

9:00 am

Zoom Web Conference

**In Attendance:** Dr. Karin Hilgersom, Estela Guterrez, Jim New, Kofi Poku, Dr. Micaela Rubalcava, Dr. Melissa Deadmond, Virginia Irintcheva, Anne Flesher, Dr. Julie Ellsworth, Brandy Scarnati, YeVonne Allen, Cecilia Vigil, Barb Evans, Barb Walden, Dr. Dana Ryan, Dr. Joan Steinman, Darian Richards, Alyssa Fromelius, Amber Anaya, Dr. Marie Murgolo, Thomas Dobbert, Dr. Natalie Brown, Dr. Paul Allen, Elena Bubnova, Gwendolyn Clancy, Cheryl Cardoza, Heather Haddox, Kim Studebaker, Dr. Tina Ruff, Dr. Ayodele Akinola, Adeine Storemoen, Maggie Dostal, Amy Williams, Valerie Kelley

## COVID-19 Update

President Hilgersom reported to the Council that plans to scale back operations under the encouragement of the Governor and Nevada System of Higher Education Chancellor are going well. Classes that require an in-person component are being advised to try and wrap up that portion of the coursework by Thanksgiving.

## Diversity Faculty Advocate Presentation

Dr. Micaela Rubalcava, Professor of Education, gave a presentation to the Council as a Diversity Faculty Advocate highlighting her work diversifying the Faculty for Radical Empowerment and Enlightenment (F.R.E.E) and development of transformative workshops with the aim to transform TMCC in five areas: Curriculum Delivery, Student Learning Outcomes, Knowledge Construction, Communications and Site Interaction. The full presentation may be viewed within the full minutes to be posted to the Planning Council website.

## Strategic Master Plan Mission Statement Updates

Dr. Melissa Deadmond, Associate Dean of Assessment and Planning, presented to the Council for approval the final three top mission statements. After being vetting with a variety of campus constituency groups the recommendation from the Accreditation Committee is to adopt the second statement: "Create a future you will love with accessible, innovative educational opportunities at TMCC. Together we can make it happen.". Jim New, Vice President of Finance and Administration provided a motion to approve and adopt statement number two as the new Mission Statement of Truckee Meadows Community College. Dr. Julie Ellsworth, Dean of Life Sciences, Allied Health and Public Safety, provided a second to the motion. The Council approved the statement unanimously with no objections and no abstentions. It was noted that the new statement will be rolled out and communicated to the campus community following approval of the NSHE Board of Regents. It is anticipated that it will be brought before the board, along with a new Vision Statement, at the March 2021 meeting.

## Human Resources Reorganization Plan

Interim Director of Human Resources, Kim Studebaker, and President Hilgersom provided an overview of a potential upcoming reorganization of Human Resources. The new structure helps to solve the problem of maintaining a productive HR in a time of budget reductions and Title IX regulatory changes in which a Title IX Coordinator cannot conduct investigations. Under the proposed plan a new position, Deputy Attorney, would be created and services would be shared among TMCC, GBC and WNC. The Deputy Attorney would report to John Albrecht, General Counsel. Discussion was held on how services would be shared proportionately and long-term impacts to current HR positions. Additional details will follow from NSHE and be reported at future meetings.

## Formation of a Guided Pathways Subcommittee

The Council continued its discussion on the formation of a Guided Pathways Subcommittee first brought to the October 2020 meeting. Discussion centered around which existing Planning Council Committee would be the best fit for the subcommittee to be housed, who should be involved and how large it should be. The Council came to the recommendation that the subcommittee should be formed under the Enrollment Management Committee, utilizing existing members but also expanding to include faculty representation which may include Department Chairs and/or designees. Additionally, at least one Student Government Association representative should serve as well. Dr. Julie Ellsworth and Associate Vice President Elena Bubnova will coordinate the work.

## Planning Council Committee Updates

- Academic and Student Services Committee
  - No report.
- Accreditation Committee
  - No report.

- Budget Committee
  - Jim New, Vice President of Finance & Administration, reported that the Board of Regents approved target cuts at 12%, or approx. 4.4 million for TMCC, for the next two fiscal years. We are currently at around 2 million in savings from freezes, buyouts and salary savings. It was also noted that no surcharge was adopted for the next biennium. The Council held discussion on the importance of enrollment going forward. Our first goal should be keeping current students on track, followed by reaching out to displaced workers and then reaching out to high schools.
- Diversity Committee
  - Adine Stormoen, Veterans Upward Bound Specialist and Diversity Committee Co-Chair, provided the Council with updates on the efforts of the Diversity Committee and Subcommittees. The Faculty of Color Coalition has five new students being mentored, Faculty of Color hosted a Veteran's Day event in collaboration with the Veterans Resource Center and gave out swag bags, Safe Zone 2 training will be held Spring 2021, the Sustainability Champions participated in Keep Truckee Meadows Beautiful and a Path to Climate Justice event will be held this Wednesday.
- Enrollment Management Committee
  - Dr. Julie Ellsworth, Dean of Sciences Division, reported that the committee last met on November 5 and went over the CCSSE data on benchmarks from student survey questions and focusing on aspects of student engagement. The Council can expect a presentation on results at a future meeting. It was also mentioned that there is a shift when looking at enrollment data to look at actual numbers instead of percentages given COVID-19 impacts.
- Facilities Committee
  - Dr. Ayodele Akinola, Assistant Director of Facilities Operations, provided project updates to the Council including Café Verde renovations, North parking lot light project, Parr Bridge construction and the Sun Valley corridor improvements.
- Technology Committee
  - Thomas Dobbert, Chief Technology Officer, reported that loaner PCs are still available. At the last meeting the committee discussed HelloSign for digital signatures and they are working on secure file uploads.

### Constituency Updates

- Student Government Association
  - Alyssa Fromelius, the Student Government Association President, reported to the Council that the SGA continues to put on student events and produce videos to assist students in a online learning environment.
- Classified Council
  - Amber Anaya, Faculty Senate Administrative Assistant, reported to the Council on behalf of President Juila Bledsoe that the Classified Council has new Employee of the Month wall board to ensure continued recognition, the NSHE statewide blood drive has been extended thru November 25 and at this time the silent auction event has been postponed. The next meeting of the Classified Council will be November 19 at 1:00 p.m.
- Faculty Senate
  - YeVonne Allen reported that the Faculty Senate last met November 13. New Nursing and Blockchains courses were approved. During the meeting furloughs were discussed as well as the possibility of collaboration with the Budget Reduction Task Force on current and future cuts. The next meeting of the Faculty Senate will be December 11.

**Next Meeting: Monday, December 21, 2020**

# Diversity Advocate Actions

## Micaela Rubalcava, Ph.D. Fall 2020

The 2018 curriculum study I conducted found that TMCC lacks diversity education. So I diversified F.R.E.E. and facilitated 7 transformative professional development workshops (+3 more this semester) in two categories:

- (1) Antibias Education - Culture Conscious Listening
- (2) Diversity Statements

The workshops aim to transform 5 TMCC areas:

- (1) Curriculum Delivery
- (2) Student Learning Outcomes
- (3) Knowledge Construction
- (4) Communications
- (5) Site Interactions (Adapted from: Banks 1988)



Curriculum Delivery - Diversity Statements workshops. A 100% success rate with 13 instructors across the divisions who have inserted new diversity statements into syllabi. Another workshop is scheduled later this month.

Student Learning Outcomes/Knowledge Construction - Diversifying assignment rubrics with 13 Adult Basic Education instructors. Conducting a Culture Conscious Listening workshop with TMCC Men of Color. Awarding diverse student Lead Muralists to construct F.R.E.E's Brave New World mural.

Communications/Site Interactions - Antibias education series with TMCC up to 60 administrators. Facilitate cross-race, ethnicity, class interactions during the Brave New World with approximately 70 diverse participants.





# Curriculum Delivery:

Participants in Diversity Statements workshops assess syllabi transformation with the Approach-in-Dimension tool I designed to **analyze** (Adapted from: Banks 1988 and 1991):

1. Six diversity statement approaches – Mainstream, Additive, Contributions, Transformative, Social Action, Environmental Liberation Education.

2. Several examples in each diversity statement approach.

3. Write, based on my feedback, a Diversity Statement to welcome diverse students into Course Learning Outcomes.

4. Insert the new diversity statement into working syllabi.

"Thanks for challenging me to be more explicit . . . I really enjoyed this workshop. Full disclosure, I was really cynical going in. But I'm really glad I did this! I found the process transformative." –  
**\*workshop participant.**

"Wow, this is a lot of wonderful feedback! I really appreciate it. I have read through it a few times and feel much more confident going forward with this. Thank you!"  
**\*workshop participant.**

"I really appreciate your robust and quality feedback. You thoroughly address any questions I might have had – from style choice, to phrasing, to placement of the statement. Further, I was very happy to hear that you think I have a good foundation for building a diversity statement. Ultimately, though, and most importantly I think, what I get from your feedback is permission to let my own voice shine – and I like that."  
**\*workshop participant.**





# Communications and Site Interactions:

Through antibias education workshops, TMCC participants:

1. Comprehend and apply antibias education definitions.
2. Create personalized antibias content and projects.
3. Practice Culture Conscious Listening.

"I have met two new friends. It has been a joy to discuss bias and culture conscious listening with them"  
\*workshop participant.

"I can honestly say that I am more conscious of bias in my everyday life, including work. I make a conscious effort to listen to hear and not just 'respond.' I try to hear things from other perspectives and not project my life experience on others"  
\*workshop participant.





# Communications and Site Interactions:

## Current Antibias Education "Triad" Projects at TMCC:

- (1) Exploring Culture Conscious Listening for TMCC screening committees.
- (2) Generating a micro-aggressions list to help TMCC educators to discern bias during Culture Conscious Listening.
- (3) Implementing antibias alternatives to "Allies" stickers in a physically distanced world.
- (4) Surveying colleagues, friends and neighbors: "What assumptions do you make about others/what assumptions do others make about you?"
- (5) Researching the differences between tolerance versus antibias.
- (6) Developing a forum - "Best Antibias Practices in Police and Education" - with antibias questions to integrate scientific evidence and lived experiences in two distinct but overlapping institutions.
- (7) "Multi-Racial" TMCC educator discussions to host Quarterly Campus Cultures Conversations.
- (8) Transforming TMCC "mental health" curriculum and support services with antibias and culture conscious information.
- (9) Making the Five Steps to Culture Conscious Listening accessible to different race, ethnicity, class, and gender communities by developing hands-on activities for the TMCC's Men of Color Mentorship Program.



From SGA (ranking exercise, n = 11):

1. Create your future with accessible, innovative educational opportunities at TMCC. Together we can make it happen.
2. Create a future you will love with accessible, innovative educational opportunities at TMCC. Together we can make it happen.
3. Create your future with accessible, exciting opportunities at TMCC. Together we can make it happen.

From TMCC HS Students (Lickert scale; highest percentage of "very appealing", n = 21):

1. Create a future you will love with accessible, leading-edge educational opportunities at TMCC. (81%)
2. Create a future you will love with accessible, innovative educational opportunities at TMCC. Together we can make it happen. (71%)
3. Create your future with accessible, innovative educational opportunities at TMCC. Together we can make it happen. (67%)
4. Create a future you will love with exciting educational opportunities at TMCC. (65%, included since it appeared for SGA as well)