

College of Southern Nevada Institutional Advisory Council

Meeting Minutes

Tuesday, March 08, 2022

Welcome, call to order and roll call

The regular meeting of the Institutional Advisory Council was called to order at 11:10 am.

Roll was called:

Present

- Chair Randy Robison
 - Vice Chair Peter Guzman
 - Tim Buchanan
 - Jaime Cruz
 - Ken Evans
 - Vida Chan Lin
 - Paul J. Moradkhan (Dylan Keith, Proxy)
 - Shaundell Newsome
 - Jose Solorio
 - Federico Zaragoza
- Ex Officio:
- Julian Smit (Tracy Sherman, Proxy)
 - Zachary Johnigan

Absent

- Maria Jose Gatti
- Dr. Nancy Brune
- Jesus Jara

President Zaragoza, Chief of Staff Lawrence Weekly, VP Patty Charlton, VP Juanita Chrysanthou were also present at the meeting. Chair Robison welcomed and thanked Council members and guests for their attendance. Pledge of allegiance.

1. *Public Comment*

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

2. *Approval of Minutes*

Chair Robison asked for approval of the last two IAC meeting minutes from September 2021 and November 2021. Peter Guzman made a motion to approve. Dylan Keith seconded. Minutes approved.

3. *Report from Council Chair*

Chair Robison informed the group he and Dr. Zaragoza met with Deborah Campbell, the consultant who facilitated the previous meeting's planning activities and reviewed the report she compiled with her. The report was provided to the IAC members and posted for this meeting. Chair Robison also attended a meeting of the NSHE IAC Chairs, facilitated by Vice Chancellor Crystal Abba who is here today. IACs throughout the state are active and doing great work. He reviewed the proposed dates for the year and time proposal to 9:00 am, same hybrid format. May 3, 2022; August 2, 2022; November 1, 2022. Jose Solorio commented he likes the hybrid format. Tim Buchannan likes the hybrid format and having the option to participate virtually in case the drive is difficult to make. Chair Robison confirmed that the meetings would continue for the time being as hybrid. The start time of the meetings moving earlier to 9:00 am was suggested by the consultant to perhaps make the meetings more productive – we will revisit.

4. *President's Welcome & Update*

Dr. Zaragoza thanked all for coming and launched a presentation with the disclaimer that the report is very high level. Budget slide showed total ask, and was presented to the Board of Regents last week, for \$77.4M aligned to NSHE goals. [Presentation link](#)

Slide 3: top priority is NSHE's petition to be held harmless.

Slide 4: Focus on FTE for funding formula. Enrollment is down, CSN is working to reclaim, re-enroll students wherever possible. CSN is making good progress in workforce development, critical to economic recovery efforts. However, the funding formula is focused on FTE, but 70% of CSN students are part time. It is not fair to our students. Non-credit students are also not recognized, but critical to economic recovery. Another critical issue to CSN being funded appropriately has to do with weighted student credit hours. The weight factor needs to be increased from 2 to 4. The current model is not sustainable.

Slide 5: Higher Education Price Index (HEPI) salary schedules for us are problematic in attracting and retaining faculty. They have not kept up with cost of living adjustments. The last adjustment to the schedule was 2013-14 so as a result, there is a lack of market competitiveness.

Slide 6: Three areas critical to student success – Corequisite Math, Advising, Mental Health

Corequisite Math: Faculty teach three 5-credit courses. More full time faculty are needed to scale the program. Advising: Still looking to hire at least 24 advisors to meet the NSHE-established goal of 350:1 (degree-seeking students to advisors ratio).

Mental Health – increased demand we are addressing. HEERF funds helped it to get started, we need to continue after the funds are discontinued.

Slide 7: Dual enrollment is very effective in creating pathways for CCSD students transitioning to higher education. Early College is offered to CSN High School students, who are able to complete an associate degree while in high school, giving them a head start toward a 4-year degree. Another dual enrollment program is the Career and Technical Education (CTE) programs which allow for high school students to earn a skills certificate in certain fields, providing valuable competencies employers are seeking. For example, CSN's HVAC program certification allows for graduating students to potentially earn \$60K right out of high school being proficient in HVAC skills. Through Diesel Technologies, and partnership with Nevada Gold Mines, students can potentially earn upwards of \$70K right out of high school. Jumpstart is a concurrent enrollment program which allows CCSD high school students to complete 15 credits of core college general education credits while still in high school. CSN wants to continue these opportunities.

Slide 8: Shows areas of growth needed for workforce alignment – need to grow these areas to diversify the community and meet employer needs. Included in the emerging sectors are: natural resources, information technology, health and medical, aerospace and defense, logistics and operations, advanced manufacturing.

Slide 9: Workforce Enhancements – high demand occupations. Dr. Zaragoza reviewed briefly the student counts in three high-demand occupations.

Slide 13: CSN partnership with City of Henderson on a new Advanced Manufacturing Center of Excellence operational by next spring.

Slide 14: Overview of budget request for Health & Nursing, Skill Trades Micro-Credentialing, IT & Cybersecurity.

Slide 15: Capital Improvement Projects – Sahara West Center, Northwest Campus (now called Northwest Higher Ed center) – both requests carried over from last session.

Community Partnership Capital Projects – list of potential projects. Patty Charlton said the partnership listed on this slide as Center of Excellence Phase II Expansion will be a 2nd phase development of the one opening in spring. It will continue to be a partnership with the City of Henderson. The Westside Education & Training Center Phase II is also proposed in similar fashion. The other two community partnerships listed involve areas of the valley currently devoid of higher education – Southwest Higher Education Center, Eastside Education & Training Center.

Additional CSN Project Sites: Patty Charlton said CSN is engaged with Applied Analysis to obtain comprehensive data to meet the need for future community growth. She shared a map which displayed areas projected to grow significantly in the valley. Partnering and collaborating with community to meet the needs. Starred locations are proposed sites. Dr. Zaragoza emphasized that there are pockets of need that CSN can be the solution to the lack of education centers.

Jose Solorio asked for the report to be put in a hard copy, portable format for each of the members to carry with them for advocacy purposes. President Zaragoza said yes and he is working on a one-pager for that purpose.

Shaundell Newsome commented how great it is that the areas often overlooked are in the forefront, and those areas have such great need. He spoke about an event where he met a CSN student who graduated high school with an associate degree, and how much having that degree so early meant to him. Mr. Newsome commented that this is an exciting presentation, hopes IAC members are actively engaged in spreading the word that these locations are coming to their communities.

Ken Evans congratulated President Zaragoza on focusing on CSN's alignment with local need and underserved residents. He asked if there is a way to take a look at all the programs for demographic data to see if male students of color are participating in the high-growth employment opportunities. Dr. Zaragoza agreed to generate the report. CSN students are 70% minority, so most programs will be minority-majority driven. He will have a report for next IAC meeting.

Randy asked about cybersecurity program's current 500 students in the pipeline, and Dr. Zaragoza confirmed the number of students and that there are two slides. One showed there are 500 current students, and the other one requested funding to double that number.

Jaime Cruz commended President Zaragoza that CSN is not only in alignment with LVGEA, but also with Workforce connections, and K-12 system. The future is bright because the experienced leaders are working to meet the needs of local municipalities.

Jose Solorio commented he heard a commercial on the radio in his car driving here for the short 8-week courses. And while the short-term, get students in the door approach is important, he would like CSN to look at the macro view. CSN is the opportunity – a largely an unknown opportunity, in his opinion – for students who are 70% minority to have a pathway to success. CSN has more students than any institution in the state, and we need to drive that message home with legislators. It all comes down to budgets and we need to advocate with those who have influence like never before.

5. *NSHE Report*

Vice Chancellor for Academic & Student Affairs and Community Colleges, Crystal Abba, reported being part of the system of higher education for 20 years. Over the last 10 years the message about community colleges has changed, she thinks largely due to the IACs. She thinks the IACs can still do better. They were set up as a body created by the Board of Regents. Attached to the agenda is a proposal going to the Board of Regents. If adopted, it will empower presidents to do more with their IACs.

Right now community colleges are at the forefront of state legislative dialogue. From 2013 and before, community colleges were discussed broadly, but there was no dedicated discussion for community college advocacy. The legislature then passed SB391 which was essentially a study of community colleges to determine what could be done better. The state's intention was to pull community colleges out of the Nevada System of Higher Education and add them to the Nevada Department of Education. Articulation and transfer would suffer greatly if that were done. Also, the Dept. of Ed is already strapped for resources. The official beginning of the IAC came from the outcome of the SB391, [LCB bulletin 15-4](#), outlines recommendations of the legislature. At the time the chancellor was trying to create a "system within the system" for community colleges with the idea being to recognize the incredible breadth of what community colleges do.

The Nevada legislature did a study and asked NSHE for a comprehensive evaluation on the various advisory committees involved in making recommendations to community colleges (workforce advisory boards, etc.), many of which the legislature considered duplication. The outcome of that study in 2014 prompted the Board of Regents to adopt the 8 pages of [procedures that govern IACs](#).

CSN is a step ahead of other community colleges because CSN IAC began to develop a strategic plan. Every community college uses the IAC differently, institution to institution.

VC Abba highlighted the lengthy charge. She spoke with presidents and IAC chairs who, for the most part, are driven by productivity because of their private sector affiliation. She and the institution presidents believe there can be a framework that is customized to each institution, but without the minutia. She went through some of the verbiage, and summarized that the president should be able to ask for what he or she wants the IAC to do. With the new proposal the members will serve at the pleasure of the president rather than have appointments approved by the Board of Regents. Meetings will still need to be public as an arm of the Board of Regents. She reviewed the proposal with the group which will go to the Board of Regents in June. VC Abba told the group she has asked each IAC Chair for a letter of support.

Randy Robison thanked Vice Chancellor Abba for the report, background, history, and context. He asked for questions or comments.

Ken Evans commented that he is glad to see we are codifying and documenting what, to a great extent, we are already doing and he is glad for the alignment in it.

Jose Solorio commented that he remembers in 2013 the community was tired of community colleges not getting a fair shake. Universities were getting the lion's share of attention and funding. He thinks that although it seems to have changed over the last 13 years for the better, he wants to confirm that when the provision is approved it not only empowers the presidents of community colleges, but also ensures the community colleges have a seat at the table.

Crystal Abba said the provision would empower the president, and do so within a formal process and public meetings so legislature has confidence of its legitimacy.

Peter Guzman thanked VC Abba for the excellent presentation. He is behind empowering the president and fully supports the proposal. He is honored to be on IAC at the College of Southern Nevada.

Vida Lin commented she's been in LV 27 years, and has seen the community change quite a bit. CSN is very important to the community and can meet so many needs. She is glad the proposal is drafted and has simplified the charge. She is supportive as well.

Jose Solorio will support it when it is an action item. He commented that at the end of the day, it's up to the regents and how they submit the budget as to whether CSN's students are funded appropriately. It falls on all of us to let our regents know what is important. We need to fight to get there.

Randy agreed it's a constant challenge.

Crystal affirmed that the IAC members always have the ability to advocate for the institution and the current charge doesn't prevent members from being ambassadors.

President Zaragoza commended VC Abba on her leadership and addressing what we were feeling and where we were going as an institution. All the IAC members are community leaders, influential. At the last meeting the IAC addressed a strategic plan creation. It became clear from all the member comments at that meeting, and from VC Abbas presentation today that the time is appropriate to shift the focus of this body. It is time to reposition this council using the data and master plan, and fully utilize the resources all members bring to the table so that CSN can be as viable and relevant as possible. He thanked all for the support to him as president.

Peter Guzman commented he met with Chancellor Rose, who is a big advocate for CSN, Dr. Zaragoza, and the work that happens here.

Chair Robison quoted from the last meeting, where John Bailey commended Dr. Zaragoza on his accomplishments and assertion that we need to hear from him about what he wants and his vision for CSN. Chair Robison informed the group he intends to provide the letter of support to VC Abba.

****short break****

Chair Robison reconvened the meeting and called for the student body president to report next.

6. *ASCSN President Report*

Zachary Johnigan thanked the group for having student representation on the IAC. He reported on a CSN and NSHE sponsored trip to Washington DC at which there were 13 representatives from Nevada. The Nevada delegation brought with them a "green sheet" of legislative priorities advocating for initiatives on behalf of the community colleges to bring before the senate. Zachary mentioned an additional item of importance to community college students – access to cheap, reliable transportation. He thanked President Zaragoza for the contract/partnership with Lyft for discounted transportation for students between campuses. The priority agenda item was to address the free community college component of the Build Back Better Act, but the Washington Times ran a piece that it would no longer be part of the legislation. Regardless, he and the other attendees advocated for community colleges across the nation.

Zachary continued his recap of the 3-day conference. The day before the conference he, Yvette Machado, and Brian Akins toured the African American Heritage museum. The exhibit is extensive, public, and free of charge.

The first day of the conference was packed full of events for community college administrators, leaders and student trustees – some are called senators, but all are student trustees. Each person in attendance

represented and brought the perspective of thousands of students and advocated on their behalf. COVID led to severe drops in education enrollment nationwide, especially in community colleges.

They attended a round table of community college attorneys on legal issues, changes and statuses of initiatives, ADA developments, higher education litigation review and other legal matters.

The group then attended individual general breakout sessions. Zachary networked while there, and was invited to the Student Trustee Advisory Committee, which functions similarly to Nevada Student Alliance but on the national level. CSN student government is seeking to get CSN representation on the committee to advocate on national policy issues and therefore be heard in Washington.

He attended the African American Caucus of ACCT whose mission is to provide support, training, and cultural awareness to promote greater success of African American faculty, staff, administration, and students in community colleges. Dr. Sonya Pearson made sure Zachary was a participant.

The next conference day they went to the Van Scoyoc offices where they met and were heard directly by members of congress (Nevada representatives). One of the topics discussed was not on the green sheet, but is important nonetheless. The CSN contingent brought up homeless students who did not have a P.O. box which makes them ineligible for aid. They proposed developing a plan in which NSHE might have a P.O. Box system to assist those students to be eligible for the financial assistance they need to continue their education.

Afterward, they met with the Department of Labor who provided a list of grants available only to community colleges. Several of the grants available were not known by the institutions. Apprenticeship grants in IT and advanced manufacturing grants were featured among them. Vice Chancellor Brooks compiled the list and sent it to the team.

Zachary, Yvette and Brian went to Hart Senate offices. They met with Jacky Rosen, Catherine Cortez-Masto and both were very receptive to the advocacy efforts of the Nevada contingent. TMCC's student body president made the representatives aware of textbook costs and they will follow up with proposed solutions for less expensive textbook access.

Zachary commented on the great value of the conference. President Zaragoza commended Zachary on his advocacy for the College of Southern Nevada. His humble, calm demeanor and superb representation was noticed by the ACCT group and Nevada congresspeople. He is so proud of Zachary.

Peter Guzman said Zachary is impressive, and commented that student representation like his is important at NSHE. Having an articulate perspective and sharing concerns with decision-makers on the students' behalf is necessary and should be welcomed. We need to hear from students like you.

Zachary concurs. He informed the group that the NSA is drafting a resolution to get student representation on the NSHE Board of Regents, so that students not only have a voice, but also voting power. Zachary told the group he will bring updates and hopes for support.

Jose Solorio commented that what makes Zachary so amazing is that he advocates not for himself but for all students. Mr. Solorio suspects he will see Zachary in office someday. He also mentioned it is important to consider all our students to include those who are not seeking degrees, but attend for certificates or adult education to better themselves and their families.

Ken Evans agrees with Peter Guzman's comments on Zachary's impressiveness and thanked him for an excellent presentation.

7. *Faculty Senate Report*

Tracy Sherman, Faculty Senate Chair-Elect, reported that elections are taking place currently, and at the next meeting she will have names of new officers, and hopefully news of approval for policies which are long overdue for updates. Faculty Senate is concerned about the budget items, and want to be strong advocates for the priority initiatives CSN supports. They have impact on our students. Tracy reported having \$160K in equipment in her program alone that needs updating or replacing, and hers is just one program. She knows many are in similar situations. She looks forward to supporting the proposals and will make the faculty voice heard.

8. *IAC Member Spotlight – deferred to next meeting*

9. *Strategic Planning Report*

Chair Robison reminded everyone they were provided the report from the last meeting facilitated by Deborah Campbell, and proposed that the members review the mission statement to finalize at next meeting. He believes it should flow fairly easily in light of the information Vice Chancellor Abba provided. He also reminded everyone that a request from the last meeting was already put in place today: having the reference material provided a week in advance of the meeting for review. Randy asked that before next meeting on May 3 that the group review the report again. He would like everyone to consider and answer the following questions in advance of the next meeting.

1. What do we do to improve effectiveness and value of the IAC meetings?
2. What voices need to be at this table? The guidance that Vice Chancellor Abba provided gives the president flexibility in numbers and industry sector representation. Who should we include as members of the IAC in the industry sectors, to be sure the representation is complete and as reflective of the community as possible?

Dr. Zaragoza will make the decision on who to invite to participate, but please give thought and respond to these two things before the next meeting: How to improve the effectiveness and value of this meeting, and what voices need to be around the table for maximum value to CSN.

Tim Buchannan asked if he could forward comments/suggestions on the strategic planning summary to Randy via email. Chair Robison encouraged everyone to do that and he would compile the suggestions for the next meeting.

Jose Solorio commented that CSN is an entity not only to support credit-seeking or credential-seeking students, but also is an outreach to adult learners. He thinks we need to keep that in mind. Chair Robison concurred we need to be aware of the adults returning to school for workforce skills, who do not have a high school diploma.

10. *50th Anniversary Celebration*

Lawrence Weekly said a lot of great work is being put into the event, especially from the Marketing department and Mugunth Vaithyalingam. Saturday, September 10 is the celebration date, and it will take place at the West Venue Hall, a new expansion project at the Las Vegas Convention & Visitor's Authority. There are about 500 guests expected. Lawrence noted that it is an election year so the event will be a hot ticket item. He expects many of the local candidates to attend. There will be awards presented, music, good food, at a 5pm start time. He commended the IAC on their support for past events, and told the group that

the Urban Chamber sponsored an event at CSN's North Las Vegas Campus, Harlem Nights, which was a huge success and a whole lot of fun.

Vida Lin offered to assist with entertainment, perhaps a Lion Dance or Taiko Drums or something, and asked that Lawrence let her know. Lawrence wants the event to be diverse and inspiring, and will be in touch.

Peter Guzman volunteered the Latin Chamber to sponsor the cigar and bourbon event.

Ken Evans said the Harlem Nights event was a pleasure to sponsor, and the Urban Chamber look forward to sponsoring CSN's 50th Anniversary Celebration as well.

Peter Guzman commented for the record, that during the CSN president's search four years ago, Dr. Zaragoza's knowledge of business community and the importance of connecting with it at Alamo. Mr. Guzman is seeing it happening at CSN now and gave an example of CSN's partnership with Nevada Gold Mines. The graduates of the program can begin working for a great salary right away. He is proud to have been on the committee and knows that the committee got it right when Dr. Zaragoza was selected.

Jose Solorio was also on the committee and noted it was also CSN's team who contribute to his success.

President Zaragoza concurs. He has a wonderful team.

Vida Lin announced first Run for Rice, Walk for Wellness event will be taking place in partnership with CSN to raise money for a health clinic. She thanked CSN for the partnership.

11. *New Business*

No new business.

12. *Public Comment*

Chair Robison called for public comment. No public comment.
Reminder May 3, 11:00 am is the next meeting.

13. *Adjourn*

Jose Solorio motioned to adjourn, Vida Lin seconded the motion.
Meeting adjourned at 1:13 pm.

Minutes respectfully submitted by Annette Lord