

College Council Meeting Minutes 12/13/24, 10:00 a.m. via Zoom

College Council Members Present:

- o Proposed retirement of Policy 3-3-8: Fulltime Enrollment Equivalency for Students with Disabilities
- o Proposed revision to Policy 3-3-9: Community Education Program
- o Proposed review of Policy 3-3-10: Student Withdrawal Policy
- o Proposed revision to Policy 3-3-13: DSS Memory Aid Policy
- o Proposed retirement of Policy 3-4-6: Athletic Fee Waiver
- o Proposed revision to Policy 11-1-2: Accident Investigation Environmental Health and Safety
- o Proposed revision to Policy 11-1-3: Campus Emergency Notification Guidelines
- o Proposed revision to Policy 11-1-5: Dealing with EH&S Regulatory Agency
- o Proposed revision to Policy 11-3-11: Hearing Conservation Program
- o Proposed revision to Policy 11-3-15: Tobacco Use Policy
- o Proposed revision to Policy 11-3-16: Volunteers Us 2.07 jan 2017
- o Proposed revision to Policy 11-1-5:

Proposed revision to Policy 11-1-5: Pevis Us 5: HP gency

Policy 11-1-5: ~~get~~ tobacco

goals are set which are developed mainly out of the discussions of the Enrollment Management Committee, how to bring students in and support them through. This is being shared again so everyone knows that there is a strategic structure. There will also be a web page going up that shows our strategic planning cycle. At the end of the spring semester a presentation is done which discusses what we will be doing in the next academic year. The kickoff in August includes a reminder of what was discussed previously. It is also reviewed in January and a few of the milestones that have been hit are shared. Our strategic plan expires in 2025 and a new one will be developed.

Agenda Item 5: Proposed Creation of an ad hoc AI Committee - (For Possible Action) – Troy Wadsworth

Action Taken: Approved to form an ad hoc AI Committee

Summary of Discussion: We are looking to form an ad hoc AI committee at WNC. Discussion has taken place with our sister institutions. Most have already formed a committee but we were waiting for more guidance from NSHE. Last week we attended a meeting last week in Las Vegas and received more information on what NSHE plans to do. AI is being used by our staff, faculty and students. NSHEs

- c) Proposed review of Policy 3-2-13: Academic Calendar Proposal and Adoption – Chelsie Hamtak
 Action Taken: None
 Summary of Discussion: For review only, no revisions to this policy.
- d) Proposed retirement of Policy 3-3-8: Fulltime Enrollment Equivalency for Students with Disabilities – Susan Trist
 Action Taken: None
 Summary of Discussion: Proposing to retire this policy. This policy was in place when we had athletics. DSS will still write waivers for students taking less than 12 credits for Nevada Promise or taking a lesser load for Millennium.
- e) Proposed revision to Policy 3-3-9: Community Education Program – Niki Gladys/Lauren Slemenda Moore
 Action Taken: None
 Summary of Discussion: Changes made to policy from community education to continuing education. Also references to for credit courses which are not offered, so that has been updated.
- f) Proposed review of Policy 3-3-10: Student Withdrawal Policy – Chelsie Hamtak
 Action Taken: None
 Summary of Discussion: For review only, no revisions to this policy.
- g) Proposed revision to Policy 3-3-13: DSS Memory Aid Policy – Susan Trist
 Action Taken: None
 Summary of Discussion: Mostly minor changes the most significant change is submitting a memory aid timeline to a faculty member from 5 days to 3 days.
- h) Proposed retirement of Policy 3-4-6: Athletic Fee Waiver – JWLazzari
 Action Taken: None
 Summary of Discussion: We no longer have athletics so requesting to retire this policy.
- i) Proposed revision to Policy 1-1-2: Accident Investigation Environmental Health and Safety – Kathy Strain
 Action Taken: None
 Summary of Discussion: The last revision to this was in 2004. We have spelled out acronyms and update public safety to campus police or UPDNC.

j) Proposed revision to Policy 11-1-3: Campus Emergency Notification Guidelines- Kathy Strain
Action Taken: None
Summary of Discussion: Last revision was 2008. Change of public safety to campus police or UPDNC

k) Proposed revision to Policy 11-1-5: Dealing with EH&S Regulatory Agency- Kathy Strain
Action Taken: None
Summary of Discussion: Spelled out acronyms. When a regulatory agency comes onto campus, if the EH&S director is not available, the CFO will be contacted.

l) Proposed revision to Policy 11-3-11: Hearing Conservation Program- Kathy Strain
Action Taken: None
Summary of Discussion: Minor changes include spelling out agencies.

m) Proposed revision to Policy 11-3-15: Tobacco Use Policy- Kathy Strain
Action Taken: None
Summary of Discussion: Minor changes including spelling out agencies.

n) Proposed revision to Policy 11-3-16: Volunteers in State Service- Kathy Strain
Action Taken: None
Summary of Discussion: Minor changes including spelling out agencies.

o) Proposed revision to Policy 13-1-1: Deans List- Chelsi Hamtak
Action Taken: None
Summary of Discussion: Updating contact information.

p) Proposed revision to Policy 13-1-2: Graduation

2) Agenda Item 8: Policy and Procedures Second Reading (For Possible Action)

Discussion and questions from groups; possible action

a) Proposed revision to Policy 6-1-1: Facilities Use Policy – James Feser

Action Taken: Moved to a third reading

Summary of Discussion: Conversation on section 1, delineating between charging for internal and external requests.

Also, discussion on the time line requesting campus use 6 weeks in advance.

Schedule a meeting with Jim, Gretchen and Executive Team for discussion on policy updates.

b) Proposed revision to Policy 12-1-1: Fundraising – Niki Gladys

Action Taken: Approved

Summary of Discussion: Directive received from NSHE to make some of the changes in this policy. April Reyes motioned to approve, Gretchen Stanerson seconded, unanimously approved.

Question about the use of PayPal. PayPal should not be used, a credit card machine should be borrowed from the Foundation office for fundraising

c) Proposed revision to Curriculum Committee bylaws – Geri Pope

Action Taken: Approved

Summary of Discussion: Approved by the Board of Trustees on 10/10/10

April Reyes Offered updates

Agenda Item 10: Old Business

Action Taken: None

Summary of Discussion:

Agenda Item 11: New Business

Action Taken: None

Summary of Discussion:

College Council meeting adjourned by unanimous consent at 11:14 a.m.