

GREAT BASIN COLLEGE  
PRESIDENT'S COUNCIL  
September 24, 2013  
1:30 p.m.

PRESENT: Lynn Mahlberg, Sonja Sibert, John R. Bret Murphy, Kris Miller, Tom Reagan,  
Alex Porter, Melinda Dailey

ABSENT: Mike McFarlane, Dori Andrepont, Mark Curtis

1. Approval of Minutes – The minutes of the President's Council meeting on September 10, 2013, were approved.
2. SGA Update – Alex Porter reported the SGA selections are completed. The election was conducted online with limited paper ballots. Over 400 people voted. There are three new senators in Elko. They will move one senator to treasurer. That will still leave two positions open in Elko and one in Battle Mountain and one in Ely. Participation at all the SGA events was good. The breakfast bowl had 120 participants; movie night had 75 participants; bowling night had 70 participants. The SGA retreat is being planned. The SGA retreat is an all-day leadership and hiring retreat for all of SGA. SGA will probably not be doing the Red Ribbon Week as it is focused on younger teens. The annual costume dance is scheduled for October 24th.
3. Faculty Senate Update – Tom Reagan reported the Faculty Senate at large members for the budget taskforce committee have been elected. They are Glen Tenney, Frank Daniels, Lisa Frazier and Cindy Hyslop. Lisa Campbell will be the center representative. Faculty Senate approved the Satisfactory/Unsatisfactory grading and the Low Yield Program Review policy and the Elimination of Academic Programs policy. Faculty Senate also approved the reprioritization of positions and moved Esly and elementary education to the top of the list. The fall and spring schedules were approved, but the summer schedule was not approved. President's Council will fully endorse the Satisfactory/Unsatisfactory grading system which replaces the current Pass/Waive grading. The senior administrators will need to approve the list of reprioritized positions. These positions were moved up for backfill. Lisa Campbell will be the center representation.
4. Classified Council Update – Melinda Daily reported that by adjusting the meeting time for the general meeting torin BTBa2I73 n at all tht]TJ schework.385 0 T26-.0003 Tw [(ill b)5ed(ovie n

7. Go/No Go for the NSF: Advanced Technology Education consortium with TMCC – Bret Murphy reported that TMCC contacted us to see if we wanted to be part of this grant. This grant would provide distance students the option of taking Instrumentation courses online. Classes will have to be developed to put online. It is a one year grant. Our portion is \$135,000. Total grant is \$300,000. President Council recommended moving forward with the grant.

The Trade Adjustment Assistance Community College and Career Training Grant Program (TAACCCT) will be used to purchase a mobile welding trailer and an instructor that goes with it to do contract training. We will have a 2 millwright instructor that will be funded for three years. We applied in fall of last year and instrumentation was of importance then. GBC has the lead on this grant.

Jeannie Bailey has been doing a phenomenal job especially working with all of the other colleges. She has created some very cohesive grants. There will be ways of sustaining these new programs once the grant funding is over.

8. Classified Council Catastrophic Leave Policy – Ja Sibert reported that this Catastrophic Leave policy is only available to classified employees and only for serious illness. The policy was implemented to prevent abuse from within the system. We have had no abuse at GBC. The policy limits the amount of hours that an employee is able to pull out of the pool to 240 hours and better defines catastrophic leave time. The GBC leave pool is not that high. It is less than 200 hours available to an employ



## POLICY AND PROCEDURE

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Title: Elimination of Academic Programs  
Policy No.: 3.41  
Department:



## POLICY AND PROCEDURE

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Title:	Low-Yield Program Reviews
Policy No.:	3.42
Department:	Academic Affairs
Contact:	Vice-President for Academic Affairs

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Policy

## 2.0 Review Process

2.1. Program Data. As the first step in the program productivity review, the Office of Institutional Research and Effectiveness shall collect the pertinent data for subject programs. A form shall be developed that indicates the name of the program being reviewed, the different levels or emphases of the program that are being combined for review, the number of graduates in each of the previous three consecutive years, and two check boxes to indicate (1) meet the criteria for continuation, or (2) meet the criteria for further review as a low-yield program. This step involves collecting and presenting the data and the initial determination of how a program meets the productivity criteria.





Great Basin College Grants and Projects  
Go/No Go Decision Making Worksheet  
Definitions

1. Fit with College mission, Strategic Plan, research findings

How well does the grant/project support GBC's mission, strategic plan and any needs assessments GBC has conducted?

The NSF–TMCC/GBC-BAS-Instrumentation (TGBI) grant will provide distance students the option of taking Instrumentation courses online. This fits the college's strategic plan by offering more online options for students.

2. Background (expertise of College in project area)

What level of experience does GBC, as an institution or its faculty/staff, have regarding the grant/project that is proposed? Will this experience ensure that the project will be successful?

GBC has worked with NSF grants in partnership with TMCC, WNC and CSN. Bret Murphy was a CO-PI for an NSF grant through CSN..

3. Proposed College Principal Investigators (PIs)

Who will take the lead (be designated as the Principal Investigator) for the grant/project? PIs will also be considered the project coordinators/directors if the grant is awarded. Do the people who want to pursue the project have appropriate experience to lead such a project? Will the PIs have enough time to devote to the project?

Bret Murphy will CO-PI this project along with Jim Syugelmayer. Jim Stugelmayer will develop/convert GBC's Instrumentation course to an online format. He will be working closely with Lisa Frazier to make the conversions.

4. Financial Potential

How much will the grant/project benefit GBC in the short and long term? Will there be any costs to GBC, and will they be recouped in the short or long term?

This grant will have no negative financial ramification for GBC. The grant will benefit GBC's Instrumentation program by allow students to complete the theory portion of the Instrumentation courses online. The hands on portion will be delivered at TMCC's campus by a GBC adjunct faculty. This model allows others in the field to work with their employer to obtain the hands-on training on site, and receive the theory portion online. This model is currently used by Round Mountain Gold employees who receive theory training from GBC's Electrical Systems Technology instructors online and hands-on training onsite with overview from GBC's instructors.

5. Team Members (College's partners and major subcontractors)

Who, from outside of GBC, will be involved? What outside experience will be provided for the proposed grant/project? How will the proposed partners



7. Capability to effectively respond

What other deadlines is the Grants Director under? Is there enough time to craft a strong grant proposal? Will anyone else assist with writing the proposal?

TMCC is writing the grant, and there seems to be enough time.

8. Competitive Assessment (competition and funding probabilities)

How many awards will be given? Approximately how many applicants will there be? How much total funding is available?

This grant will serve 15 to 20 students over a three year period. GBC's portion of the grant is \$135,000 over three years.

9. Funding Agency contact, history, and rapport

Does GBC have any connection with the funding agency? Does GBC have any connection with the agency's program officers, other staff or board members? Has GBC received funding from this agency before? Does GBC know what the agency's mission and goals are?

We have worked with TMCC on other grants and with NSF over the past few years. There is a good working relationship with all agencies involved..

10. College Resources (space, personnel, matching funds)

What will GBC need to provide for the project to ensure it is successful? Are matching funds required (or looked upon favorably)? Will current GBC personnel be needed to work on the project to ensure its success? How extensive are the reporting requirements if the grant is funded?

Great Basin College

Catastrophic Leave – Policy and General Procedures

Catastrophic Leave Definitions NRS 284.362:

1. As used in NRS 284.362 to 284.3629, inclusive:

(a) "Catastrophe" means:

- (1) The employee is unable to perform the duties of his position because of a serious illness or accident which is life threatening which will require a lengthy convalescence;
- (2) There is a serious illness or accident which is life threatening which will require a lengthy convalescence in the employee's immediate family; or
- (3) There is a death in the employee's immediate family.

(b) "Committee" means the Committee on Catastrophic Leave created pursuant to NRS 284.3627.

2. The Commission shall adopt regulations further defining "catastrophe" to ensure that the term is limited to serious calamities

Eligibility: A classified employee may request catastrophic leave regardless of the employee's length of service or whether or not he/she is a permanent employee. If the employee is approved for catastrophic leave the following will apply:

An employee making a request for catastrophic leave

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- f* Approval for catastrophic leave is dependent on catastrophic leave donations being available, either through the GBC catastrophic leave pool or individual donations (subject to the maximums outlined above). Once an employee has exhausted the available catastrophic leave pool hours and individual donations received on their behalf, the affected employee will no longer be eligible for approval under this program.
  
- f* The appointing authority and GBC Human Resources department determines approval of an employee request for catastrophic leave. Intermittent leave will not be considered unless there is an immediate or death at the time Catastrophic Leave is requested.

And  
Authorization to Release Employee Name for Catastrophic Leave form (CAT-3)

Step 2: Leave Record Keeper The GBC leave record keeper confirms the date that all accrued leave will be exhausted and notes it on Request to Use Catastrophic Leave form. The department leave keeper then forwards Request to Use Catastrophic Leave form and the Physician's Certification for Catastrophic Leave Request along with the Authorization to Release Employee Name for Catastrophic Leave to the employee's supervisor and

other form of compensation for being in a paid status for that time. Catastrophic leave received by an employee from the campus pool cannot be paid retroactively.

Catastrophic leave hours must not be granted to an employee after the need to take leave for a catastrophe ceases to exist or after the employee resigns or after his/her employment with the college is terminated.

Approval of a Request for Catastrophic Leave is subject to the availability of GBC Catastrophic Leave Pool hours and/or individual donations. A request will not be approved if an employee has exhausted the catastrophic leave pool hours available to him/her, and does not have any individual donations available at the time the Request To Receive Catastrophic Leave Donations form is received in good order at the Human Resources department.

conjunction with donation solicitation. Likewise, an employee wishing to donate to a particular employee must complete this same form for their name to be released to the receiving employee.

F. Donations(NRS 284.3621)

Annual, sick leave or banked sick leave may be donated for catastrophic leave. Donations can be made up to a maximum of 120 hours of annual leave or sick leave each calendar year. Sick leave balance may not fall below 240 hours as a result of such donation. There is no minimum balance requirement for annual leave donations. The minimum number of hours which may be transferred

f Longevity Pay - An employee who is on leave without pay or catastrophic leave, or any combination of both, for the entire 6-month period of qualification is entitled to longevity pay for that period (NAC 284.282).

I. LTD Coordination

The BCN Benefits department informs employees on catastrophic leave, who are expected to be disabled for at least 6 months, of the state's long-term disability (LTD) plan and the process for submitting an application for benefits through the Public Employees' Benefits Program. An employee who has been disabled from work for 6 mont