

GREAT BASIN COLLEGE
PRESIDENT'S COUNCIL

November 22, 2016

1:30 p.m.

PRESENT: Mark Curtis, Lynn Mahlberg, Sonja Sibert, Tom Reagan, Bret Murphy, Heidi Johnston, Angie DeBraga, Lisa Frazier, John Rice, Mardell Wilkins, Cathy Fulkerson, Mardell Wilkins, Greg Brorby, Joe Micke
ABSENT: Amber Donnelly, Augustina Fernandez, Jon Foster, Mary Doucette

1. Approval of Minutes – The minutes of the President's Council meeting on November 8, 2016, were approved.
2. SGA Update – No report.
3. Faculty Senate Update – John Rice reported the General Education Committee has been meeting a couple of times per month all semester. Each of the meetings the committee recommended course approvals which John discussed with PC. President Curtis made a comment that these documents were just sent out today and that is not enough time to review

5. Institutional Research Update – Cathy Fulkerson reported receiving the faculty workload information back from NSHE will be pulling that all together. She has proofed the performance pool indicators and we are over 130% above our target. She is working with Tom Reagan to bring in some student learning indicators. She said we many need to schedule a meeting dedicated entirely to indicators.
6. Vice President Reports
 - Business Affairs –

Great Basin College
COMPENSATION AND BENEFITS COMMITTEE MEETING MINUTES

Thursday, November 3, 2016

10:00 a.m.

Present: Kara Coates, Steve Garcia, Lynn Owens, Laura Pike, Sonja Sibert, Tami Mette (chair)

Absent: Jim Stugelmayer

WRITTEN REPORT WITH ACTION ITEMS
DEPARTMENT CHAIRS

English Tenure-track Instructor Positions

Action Item:

Teacher Education Tenure-track Instructor Positions

Action Item

Justification for adding an Education Position –October 14, 2016

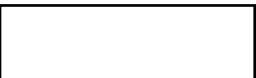
Program	Overload figured per semester	Actual Credits per semester	Number of Students this semester	Credits taught by parttime faculty
Secondary Education (Zeiszler)	+11	34	137	21
Elementary Education (ELAD, SPED, ARL)	+17.87	62.5	173	36

(Stauffer)				
Early Childhood (Macfarlan)	+10	27	94	18
Total	38.87	157.5	404	75 cr./58% of classes
=				
Work load reasonable	15 +3 =18			

People Needed

$$+38.87/18 = 2.16$$

$$+157.5/18=8.75 -3=5.75$$



Department Chairs

Great Basin College

Friday, October 14, 2016 at 8:00 a.m.

Battle Mountain #1, Elko HSCI #107, Ely #114 Pahrump #122, Winnemucca #124

MEETING NOTES

Members Present Rita Bagwe, Susanne Bentley, Tom Brubaker, Lisa Campbell, Jill Chambliss, Wendy Charlebois, Angie de Braga, Heidi Johnston, Karen Kimber, Veronica Nelson, Lynne Owens, Kathy Schwandt, Teresa Stauffer, Glen Tenney, Diane Wright, Lisa Frazier, Carrie Gaxiola, Robert Hannu, Ping Wang

Members Absent: Pete Bagley, Meachell Walsh

Guests: Bret Murphy, John Rice, Stephen Theriault, Cindy Hyslop

Item #1: Approval of Meeting Notes

- a. Meeting notes from the August 25, 2016 meeting were approved with minor changes to the call to order section.

Item #2: Ad Hoc Group on Online/Brick and Mortar Balance Update

- a. The committee was convened in response to balancing between online and brick and mortar operations. The committee's immediate focus will be:
 1. Understand the significant enrollment growth in online education and research on high school and traditional college student enrollments.
 2. Identify accessibility, flexibility, and asynchronous modality.
 3. Distance education online strategic planning.
 4. Incorporating more lecture capture opportunities.
- b. Online enrollment is GBC's biggest campus; approximately 60% of enrollment. GBC has a large brick and mortar presence throughout rural Nevada and would like to expand by building new facilities in both Pahrump and Elko. It is important to identify the need for buildings when most enrollment is from online.
- c. It is the responsibility of departments to make scheduling decisions; however, program requirements often dictate course delivery.

department are unable to absorb the full workload of the position and part-time instructors cannot be expected to advise and supervise programs. Department chairs voted to approve the computer technologies instructor position for hire. The item will be presented as an action item at the next faculty senate meeting on October 21.

Item #5: Hiring Priorities for GBC

- a. Career and Technical Education will provide written explanations for instructor positions needed for their department at the next meeting. Budget limitations are frustrating and are a concern for all departments.
- b. The Teacher Education department provided data and information to explain the need for an additional two full-time faculty positions to maintain a quality program. The State of Nevada continually changes educational requirements; this past week GBC received notification that four new courses must be added to each degree program. These requirements are increasing course load and student enrollment. Full-time faculty are engaged in heavy workloads and are receiving large amounts of overload.
- c. The teacher education program is reviewed nationally and by the state. The chair expressed concern over quality of the education program and if quality goes down it will negatively impact GBC. Last year department chairs did approve for a teacher education instructor position be placed on the priority hiring list. The dean of the area informed the department that it would take years before a position could be hired due to the legislature and funding so the chair stated that it is not honest for GBC to report that faculty can continue to carry on with the heavy workload the next two years.
- d. The possibility of employing someone on a short-term basis for one year is not an option. An additional challenge is locating qualified part-time instructors. Currently, part-time instructors teach 58% of the courses taught within the education department. The issue is not going to go away; enrollment trends will continue to rise for at least the next ten years. The department is in immediate need of additional full-time faculty. The concerns of the department will be shared with President Curtis.

Item #6: Dual Enrollment

- a. The Social Science department has concerns with dual enrollment students. Some of the concerns are:
 1. Special courses just for high school students.
 2. Testing occurring without oversight of an instructor or proctor
 3. Students are often not prepared to take college level courses and are not required to take an orientation class.
 4. Lack of submitting assignments on a regular basis.
 5. Assigned textbooks are not being used.
 6. Minors taking classes where provocative material is present.
 7. Criteria to enroll in college level courses.

Item #7: Turn-It-In Program

- a. The integrity of the program is in question because the system cannot be relied upon to accept and receive assignments and significant issues have not been resolved by the company. The license for the program is up. Research has been conducted on similar programs; however, the costs are high and the format is different. Chairs recognized the issues and expressed their support of terminating the license with Turn-It-In and exploring an agreement with Vista.

Item #8: Discussion with Dean of Arts and Sciences

- a. Wendy Charlebois will organize a meeting with Dean Reagarto share concerns over the budget, faculty positions, and dual enrollment for the arts and sciences departments

Department Chairs

Great Basin College

Thursday, August 25, 2016 at 10:00 a.m.

Battle Mountain #2, Elko HTC #123, Ely #118, Pahrump #122, Winnemucca #115

MEETING NOTES

Members Present Susanne Bentley, Wendy Charlebois, Kathy Schwant, Ping Wang, Angie de la Ba, Karen Kimber, Teresa Staf, Meachell Walsh, Tom Bruns, Lisa Campbell, Veronica Nelson, Owens, Pete Bagley, Rita Bagwe

Members Absent: Glen Tenney (P), Heidi Johnston (P), Diane Wrightman,

Guests: Thomas Reagan, Bret Murphy, Lynn Mahlberg, John Rice, George Kleeb (P), Jonathan Foster, Mary Doucette (P), Stephen Theriault

Item #1: Selection of Chair of Chairs

Susanne Bentley was selected as the chair of chairs.

Item #2: Meeting Dates

Committee meetings will be scheduled on the mornings just prior to executive committee 8:00.

Item #3: Academic Affairs Update

IDEA Student Ratings - The transition from paper to online student ratings did not occur as expected. Full implementation is now scheduled for November 2017. Piloting of the online system will either occur during summer or winter sessions of 2017.

WebCampus New Design Tools - There are new design tools in WebCampus and they are very valuable tools. There is now an institutional policy area that can be utilized for GBC and department policies. The documents can be linked directly to a syllabi.

Library - Data collected through a survey that was completed last fall indicated students are unaware of online library access and services. The library distributed tote bags to students at all center locations that included information on available online services. The library is focused on reaching out to all students to provide them with resources that will help them be successful in their studies. Departments were asked to promote the library to students.

The library will be hiring an Administrative Assistant III position that will be funded from a 4% student fee increase that was approved by the Board of Regents. Recruitment for the position will be the next few months.

Dual Enrollment - Dean Reagan will supervise the dual enrollment program. Last year GBC lost approximately \$200,000 for dual enrollment courses. Negotiations occurred with Nevada State High School and they will now be paying full tuition for courses. The Board of Regents will be considering new language that allows institutions to negotiate a fair and appropriate fee for distance education courses. If approved, there will be a fee increase; however, it has not been determined as of yet.

Program Assessment/Student Learner Outcomes Dean Reagan has been appointed as the accreditation liaison officer for Northwest Commission on Colleges and Universities. ~~Last~~ departments did a very good job of putting together

Load Distribution and Upper Division Multiplier Effect – The Board of Regents passed a policy to address upper division course workload at the community college level. Many factors will have to be considered and administration wants input from faculty on how GBC approaches the 1.25 multiplier per credit. Three possible options were presented to chairs for consideration: 1. Implement a plan, 2. Postpone for one year to see the results of the legislature budget approvals, 3. Pay now and use institutional resources.

General Education Committee
Faculty Senate Report
November

Present: Heidi Johnston, Jin Jung, Mike Elbert, George Kleeb, Sharon Smith, Cindy Hyslop,
Joshua Webster, Jan King, Ping Wang, Katie Duryea, Scott Gavorsky, Russ Orloff, Tom
Reagan

Action Item: Approve COT 240 to replace BUS 110 in Medical Coding Certificate

Action Item: Approve THTR 100 for the humanities requirement for a student pursuing an
Associate of Arts (e)4 (BpG) (a)4 (n)3 (l)-22 (r Td [(s)-P C)-3 h (e)4 (l)-2 dhood BpGcati(n)]TJ -0.004

Action Item:

