

GREAT BASIN COLLEGE
PRESIDENT'S COUNCIL

March 26, 2013

1:30 p.m.

PRESENT: Mark Curtis, Mike McFarlane, Lynn Mahlberg, Sonja Sibert, John Rice, David Friestoffer, Bret Murphy, Cathy Fulkerson, Gaye Terras, Jolina Adams, Alex Porter

ABSENT: Kris Miller

1. Approval of Minutes – The minutes of the President's Council meeting on March 12, 2013, were approved.
2. SGA Update – Alex Porter reported that SGA elections will be held the in April. The winners will be announced on April 26th. Online voting will be an option this year. A link will be put in Web Campus. SGA is working on constitutional changes and have meet with the GBC attorney to review the changes. The SGA recommends the graduation speaker be Regent Allison Stephens. Regent Stephens is willing to participate if she was selected as commencement speaker. Mark Curtis will call her this week to confirm with her.
3. Faculty Senate Update – David Freistroffer provided the following information to approve:

- Equipment List for Instrumentation Program – (ACTION)

INSTRUMENTATION LIST:

475 Field communicator with Hart and Fieldbus Proto-call \$ 7,790.84

Dry Block calibrator 150 °C to 1200 °C \$ 6,586.00

Semi-Standard Type R Thermocouple \$ 589.00

Fisher 2" V 300 valve with Digital Hart Positioner \$ 2,900.00

W 107 tool set for class use of up to 16 students \$ 7,875.89

54" 9 drawer tool chest \$ 1,177.15

54" 14 drawer tool cabinet \$ 1,692.14

(IT Dept. is checking on licensing fees and compatibility for this next item.)

AutoCad Design Suite Ultimate 2013 Educational edition Permanent site lic for 16 work stations \$ 12,800.00

For a total of \$ 41,411.02

Amount is more than was awarded in FY12. Sonja stated this request did not go through the same standards and is not different than the request last year. Bret Murphy said equipment is different than what the prior instructor had. The new instructor is trying to tie into the strategic plan. PC is hesitant to approve with the AutoCad. Expenditures have to tie to the strategic plan accreditation. The instructor will need change the strategic plan to where it fits in. March 31st is the deadline for equipment purchases. President's Council approved the equipment list for the Instrumentation program contingent on tying it back to the strategic plan excluding the AutoCad amount (\$12,800). The AutoCad purchase will be delayed until further information from the IT department on licensing and other software is available.

- Equity Plan Approved by Faculty Senate – (ACTION)

Equity Salary Adjustment Plan

The following is the Equity Salary Adjustment Plan for Great Basin College full-time instructional faculty. The Equity Committee that is formed will be tasked with the initial equity study as well as developing a set of equity policies and procedures. The following Equity Salary Adjustment Plan very closely follows the requirements of the NSHE Board of Regents Policy on Community Salary Schedule passed 2/28/13. The revision on this date changed Board of Regents Procedures and Guidelines Manual (PGM) in Chapter 3, Sections 1-3, and Board of Regents Handbook, Title 4, Chapter 3, Sections 35 and 36. The specific part of the PGM that this plan address is Chapter 3, Section 3, Part d (Movement on the Schedule, Salary equity Adjustments). This plan was produced by members of the GBC Faculty Senate Executive Committee.

Equity Salary Adjustment Plan

For the purpose of the equity review the Faculty Senate Compensation and Benefits Committee will work with at least one pick (*ex officio*) from the President. Examples of administrative faculty that should be *ex officio* members for the equity review are VP of Business Affairs, Director of Institutional Research, and VP of Academic Affairs. The administrative committee member(s) should have access to appropriate human resources data to carry out the study and understand institutional resources to fund equity adjustments.

The Faculty Senate Compensation and Benefits Committee with additional administrative members provides biennial reviews (after an initial review) of salaries of academic faculty to determine whether a faculty member's salary is appropriate as compared to the salaries of other faculty at the institution based upon years of experience and educational attainment. Data considered in the review should include gender and self-reported ethnicity.

The equity review will be performed without identifiers on the salary and experience data. Names will be removed by an administrative committee member before data is viewed. Data will be shared with the Faculty through Faculty Senate.

The Faculty Senate Compensation and Benefits Committee with additional administrative members will direct and perform the review without the assistance of an outside consultant.

The Faculty Senate Compensation and Benefits Committee with additional administrative members recommends appropriate adjustment of salaries and identifies institutional funding resources to fund these adjustments. The recommendations may be phased-in incrementally depending on funding resources.

A faculty member may request an equity review of his or her salary to this committee.

The President or designee is charged with reporting annually to the Board of Regents regarding the progress made in implementing salary equity adjustments identified in an equity study.

The Faculty Senate Compensation and Benefits Committee with additional administrative members is charged with developing and revising this plan, and policies and procedures that result from this plan.

The BOR says we have to have a salary equity adjustment plan. Sonja Sibert worked with the group who created it. One change to the document is to add the third VP (Academic Affairs). The president approved the plan.

- Sense of Senate on Equity in Hiring – passed the Senate to direct the Comp & Benefits committee to work with administration to set an initial placement scheme that will:

- Strictly require that new hires not come in at a higher salary than existing faculty with the same experience.
- Require new hires enter a 2.5% below existing faculty with the same experience on the adjacent lower grade (ie non-tenured have to be lower than tenured with same educational attainment).
- If new hires need to be at a higher pay than this they can still be off scale (0 track), not tenure track.
- Faculty realize this may make hiring difficult.

Mike McFarlane said there will be the hard to fill positions. The difficult to recruit positions in the Code are not included in this. There is trust of the faculty that administration has created a fair equity plan in the past.

- Budget Taskforce At Large Members - Faculty Senate has elected the following four people for the four at large positions on the Budget Taskforce Committee:
 - Pat Anderson
 - Sarah Negrete
 - Steve Theriault
 - Diane Wrightman
- Faculty Senate Bylaws Change

REPORT OF THE GBC FACULTY SENATE BYLAWS COMMITTEE

The process for amending the Faculty Senate Bylaws is as follows:

“The bylaws may be amended by a two-thirds majority of the Senate present and voting, provided the amendment has been circulated to the Faculty by the Secretary of the Senate at least one (1) week before it is placed on the agenda. Amendments to these bylaws are subject to Faculty review, and may be vetoed by a majority vote of the total membership of the Faculty. A majority of those present and voting at a Faculty meeting may call for a written ballot of the entire Faculty.”

This report contains a first reading of proposed changes to the Senate Bylaws. This is an information item for action at the next senate meeting.

RATIONALE:

Service to the Institution is an area of evaluation for all faculty members. Since service need not be defined in terms of participation on a Faculty Senate standing committee, the wording should be revised to reflect this. The change would allow members of the faculty who serve on other institutional committees to count that service without the necessity of serving on a senate-approved committee. It would also permit administrative and academic faculty to count other unpaid institutional assignments as Service to the Institution without serving on a senate-approved committee. This would likely result in a reduction in size of the senate committees, and in more focused activity on the part of the committees. It may further result in individual faculty members serving on smaller numbers of committees.

**Proposed Amendment to the Bylaws of the Great Basin College Faculty Senate
Revision to Article VII**

Preface to Article VII:

"Since service to the institution is a recognized duty of every faculty member. Aall faculty, ~~with the exception of Executive Faculty,~~ must perform work on an **institution-wide** Senate standing committee, a Senate ad hoc committee, or on a recognized non-Senate committee (see below) or other assignment that is recognized by the supervising authority as being acceptable for this service. Senate members shall serve on a maximum of one committee, unless they should volunteer for more. ~~Committee chairs~~ Chairs of Senate standing and ad-hoc committees must not necessarily be senators, but shall report to the Senate. Except in summer and with the exception of the service of the Faculty Senate Chair, any committee (or other service) assignment for which a faculty member is paid (monetarily or through reassigned time) does not count toward the service described above.

Each Senate committee will generate a written report of each meeting, called the committee report. The report shall indicate when meetings were held, which members were present, what discussion was made, and what action (if any) was taken. Committee reports requiring action by Faculty Senate will be submitted to the Senate Chair prior to or at the Executive Committee meeting that precedes an upcoming Senate meeting."

Process for Creating and Dissolving Committees:

Section 4 of the Process for Creating and Dissolving Committees is hereby repealed. [The section addresses maintaining a list of approved non-senate committees.]

Membership on Committees:

"At faculty's, ~~the~~ Senate Chair may appoint faculty members to standing and ad hoc Senate committees after July 1st of a given year but prior to the first Senate meeting of the Fall semester. Committee members will represent diversified interests. With the exception of the Assessment Committee, membership on standing committees shall be for an annual term, beginning with the first Senate meeting of the Fall Semester."

Participation on committees is the big change. Also, it needs to be stated clearly that participation on institution-wide committees does not mean departmental committees. For example the program supervisors would have to participate in another institution-wide committee outside of their department. David will take back to Faculty Senate for clarification in May with approval in September. We want people to do service that they are excited about.

4. **Classified Council Update** – Gaye Terras reported nominations for classified officers are being accepted in April with elections being conducted in May.
5. **Institutional Planning & Effectiveness** – Cathy Fulkerson presented the results of the faculty/staff survey. Cathy will summarize and get it out on the website. She will draft some recommendations and send out to the group. Cathy Fulkerson is transferring to Western Nevada College as of May 13th. She will be WNC's Director of Institutional Research. Cathy will be greatly missed.

6. Policies & Procedures – nothing to review.
7. President's Report – Mark Curtis

Budget Taskforce Committee – The Budget Taskforce will meet on Friday mornings at 11:00 a.m. It will meet at least every other week for now. The first meeting is scheduled for April 5th. Sonja Sibert will prepare information for the first meeting.

Mark Curtis reported on the last legislative hearing he attended. The lines are well defined. Our northern legislators are adamant on getting us a hold harmless. With no advance notice Senate Bill 391 was presented which wants community colleges to be taken away from the oversight of NSHE and put under the Department of Education. It certainly was a dramatic statement that no one is in favor of. However, it will lead to an interim committee to study the funding of community colleges in Nevada. Nothing changes for now until the economic forum report comes out in May.

The article about college knowledge will be coming out weekly. It follows John Rice's successful student success articles.

8. Miscellaneous

Mike McFarlane has been visiting with departments to talk about accreditation. Let him know if your department needs him to meet with them.

The GBC Career Fair is scheduled for April 17, 2013.