

Great Basin College
FACULTY SENATE 2022-2023
Friday, November 18, 2022
9:00 am

Join Zoom Meeting

<https://gbcnv-edu.zoom.us/j/84384223659?pwd=VzJxVW55S0xzR1NPK2lieTk0cU5VUT09>

Dial by your location 1 669 900 6833
Meeting ID: 843 8422 3659 Passcode: 502862

AGENDA

1. **Roll Call**
2. **Call to Order**
3. **Updates from President Helens –**
4. **Updates from Vice President of AA/SA, Jake Hinton-Rivera –**
5. **Senate Chair Report – Verbal Report**
6. **Approval of October 21, 2022, minutes - For Possible Action**
7. **Standing Committee Reports:**
 - a. Academic Standards & Assessment.....**Written Report**
 - b. Bylaws.....**Written/Verbal Report**
 - i. **Report – Information Only**
 - ii. **Proposed Changes to Gen Ed Committee – For Possible Action**
 - c. Compensation & Benefits.....**Written/Verbal Report**
 - i. **Report – Information Only**
 - ii. **Proposed Changes for Workload Units Based Directly on Instruction Credits Additional Sections for Class Sizes Over 30 Enrolled Students 3(A)1d – Information Only**
 - iii. **Proposed Changes for Overload Per Credit Rate for GBC Full-time Faculty 3(1)(1) – Information Only**
 - d. Curriculum Review.....**Written Report**
 - i. **Report – Information Only**
 - e. Instructional Technology.....**Written Report**
 - i. **Report – Information Only**
 - f. Gen Ed Committee.....**Written Report**
 - i. **Report – Information Only**
 - g. Personnel.....**Written Report**
 - h. Strategic Planning, ad hoc.....**No Report**
8. **Unfinished Business:**
 - a. Senate Vice Chair Nomination Results
Two nominations were received, Dave Sexton and Oscar Sida.
9. **New Business:**

10. Information Items:

Online Cheating – Daniel Bergey

11. Announcements:

12. Good of the Order:

13. Adjournment.....Action

Great Basin College
FACULTY SENATE 2022-2023
Friday, October 21, 2022
9:00am

DRAFT MINUTES

1. Roll Call:

Present Voting Representatives: Sam Lackey, Dean Straight, Glen Tenney, Ryan Hathaway, Tim Beasley, Eleanor O'Donnell (Proxy Tami Potter), Karrie Barrett, Eric Walsh, Ping Wang, Daniel Bergey, Jason Brick, Duncan Morris, Matt Nichols, Konstantinos Travlos, Diane Wrightman, Madison Arbillaga, Kim Noah, Brian Dankowski

Absent Voting Representatives: Jamie Wilkerson

Other Members Present: Kevin Seipp (Chair), Donald Jones (Secretary), Jonathan Foster, Ethan Hawkley, Trina Castonguay, Deanna Hamilton, David Sexton, Yvonne Naungayan, Xunming Du, Tom Bruns, Karl Stevens, Amber Donnelly, Erica Salazar, Reme Huttman, John Rice, Jamie Wilkerson, Norm Whittaker, Hillary Fruge

Others Present: President Helens, Kelli Baker

2. Call to Order: 9:03 a.m.

3. Updates from President Helens – President Helens reminded everyone of her open house on Sunday, October 30th. President Helens reported she and Vice President Rivera went to the different campuses for community meetings. President Helens said they are proceeding with the Mining Center of Excellence. She reported that this will put the CTE programs under one umbrella and they will partner with the MacKay School of Mining, but it is still a Great Basin College project. The building will be renovated and NGM has been asked for \$250,000 to help with that. Sam Spearing has been working on the dual enrollment side in mining. We will have to go back to the Board of Regents to call it a “center”.

President Helens reported that we own 300 acres in Pahrump and want to develop a new campus in Pahrump and we are moving forward with building the campus.

A member asked what the Mining Center of Excellence does for GBC right now and we will recruit students for our programs or for theirs. President Helens responded that the Mining Center of Excellence is to give a more comprehensive and focused look on CTE. We want to train workers to work in Nevada and stay here. A member commented that they have been working for years to expand their base around the state and wanted to know will restrict that since this will just be known for mining. President Helens commented this will increase the visibility of our CTE programs not only in the state but around the world.

Chair Seipp followed up and said there is an article in the paper regarding the Mining Center of Excellence with the Elko County School District and Sam Spearing.

4. Updates from Vice President of AA/SA, Jake Hinton-Rivera – No report.

5. Senate Chair Report – Verbal Report - Chair Seipp reported the search for the chancellor will begin in January. The Board of Regents is revamping rules for new roles of the chancellor. The search for the chancellor will not happen until the new regents are sworn in.

Chair Seipp reported there may be a surplus of 1 billion in the state budget. This is due to gaming revenue, and there may be another surplus in 2023. Salaries for NSHE are viewed as a top tier, so it will be a battle. Governor Sisolak is working on a relief package for classified staff and possibly law enforcement, and there is a potential for restoration of furlough funds being returned to employees as a one-time payment. This is all based on legislative approval.

Chair Seipp asked if you are on Zoom to please state your name.

6. Approval of September 16, 2022, Minutes and reapproval of the May 20, 2022, Minutes - For Possible Action

At the September 16, 2022, meeting a motion was made by Dave Sexton to approve the minutes of May 20, 2022. Dave Sexton is no longer a voting member of the Senate, therefore the minutes need to be reapproved.

A motion to approve the minutes of September 16, 2022, was made by Ryan Hathaway, seconded by Konstantinos Travlos, motion passed unanimously.

A motion to reapprove the minutes of May 20, 2022, was made by Konstantinos Travlos, seconded by Karrie Barrett seconded, motion passed unanimously.

7. Standing Committee Reports:

a. Academic Standards & Assessment.....**No Report**

b. Bylaws..... **Written/Verbal Report**

i. Proposed Changes to Gen Ed Committee – Information Only

Chair Seipp reported that these are only proposed changes to the Gen Ed Committee, and we cannot take action for 30 days. People who are on the committee would like to see that we have our general education faculty on that committee.

c. Compensation & Benefits.....**Written/Verbal Report**

i. Oversight of Student Teaching 3(A)1.h. Revisions – For Possible Action

It was reported that Comp and Benefits have broken into smaller groups to update the workload policy. Revisions to Student Teaching is the first policy to update.

A motion to approve the revisions to Oversight of Student Teaching 3(A)1.h. was made by Konstantinos Travlos, seconded by Michelle Beecher, motion passed unanimously.

d. Curriculum Review..... **Written Report**

i. Report – Information Only

ii. Approval to Reactivate the Post Associate Certificate for Sonography – For Possible Action

Reme Huttman reported that the certificate they had in 2009 was never fully deactivated and they decided to reactive it. The program has been running for four years and found out that NSHE does not have the program on its books. A new program proposal was completed and submitted to curriculum review, as the time had lapsed for deactivation. This will need to be approved by Faculty Senate so it can be submitted to NSHE for the Board of Regents meeting in December. A member asked if a new program proposal was completed and if reactivation is the correct term. Amber Donnelly replied yes, it is just a clean-up, and this is how they were told to word it. Another member asked if it is part of another program or just a standalone certificate. Amber Donnelly answered that it is part of a bachelor's degree in science and a standalone certificate.

A motion to approve the reactivation of the Post Associate Certificate for Sonography was made by Ryan Hathaway, seconded by Tim Beasley, motion passed unanimously.

e. Instructional Technology.....**Written Report**

i. Report – Information Only

f. Gen Ed Committee..... **Written Report**

i. Report – Information Only

g. Personnel..... **No Report**

h. **Kevin, please submit to mike or Eleanor**

i. Strategic Planning, ad hoc..... **Written/Verbal Report**

i. **Strategic Plan – For Possible Action**

A motion to support the Strategic Plan as submitted was made by Daniel Bergey, seconded by Jamie Wilkerson, motion passed unanimously.

Chair Seipp said the document is set in stone, if our goals change we will make sure it fits what we need.

A member asked if there will be another vote on this. Chair Seipp responded no unless significant changes are made.

8. Unfinished Business:

a. **Senate Vice Chair Nominations – For Possible Action**

A member moved to nominate Dave Sexton. Dave Sexton accepted. Another member moved to nominate Oscar Sida. A member stated she was texting Oscar Sida and he accepted.

Chair Seipp will review the bylaws and send out an email to all the members.

9. New Business: No new business.

10. Information Items: Chair Seipp reminded everyone that the equipment requests are due next week and right now there are four requests for \$50,000, requests need to meet the overall strategic plan that is on the website.

11. Announcements:

Chair Seipp reported that the You Matter drive will be held on October 22nd at 10:00 a.m. at the Leonard Center. Lynette McFarlan has sent our flyers and emails.

Chair Seipp reported that the fundraiser for the Skills USA and welding students will be held on October 27th from 10:00 a.m. – 2:00 p.m. All funds will go to hungry families.

Diane Wrightman reported today is her last day. Amanda Sprayberry will be helping with her position and David Hernandez will take care of building issues.

Ryan Hathaway reported that next Wednesday, October 26th is the Spooktacular event. Students, staff, and community members are all welcome.

Karl Stevens reported that next week's munch bytes will be highlighting Canva, we would like to make munch bytes more productive and have better attendance. Yvonne Naungayan said it will be a live zoom meeting with a demo of Canva. Ms. Barrett said that if your department is looking to use Canva she can create an account for you.

12. Good of the Order: None.

13. Adjournment.....Action
Ryan Hathaway moved to adjourn the meeting at 9:51 a.m.

Academic Standards and Assessment Committee October Meeting Minutes

Meeting Date: October 10, 2022, 3:00 – 4:00 p.m.

Meeting called by: Susanne Bentley, committee chair

Meeting format: Zoom

Attendees: Eric Andersen, Staci Warnert, Dean Straight, Daniel Murphree, Stephanie Davis, Jinho Jung, and Glen Tenney,

Excused: Ethan Hawley, and Yvonne Naungayan

Call to order: Chair Bentley called the meeting to order at 3:00 p.m.

Discussion and Action Items:

Item 1: The committee discussed adding member Dean Straight as the committee Vice Chair. Dr. Straight is in his third year serving on the committee. Daniel Murphree moved to approve, and Eric Anderson seconded. The motion was approved unanimously.

Item 2: The committee discussed a request from the nursing department to approve giving credit to students in a new Medical Assistant/Phlebotomy/EKG certificate program for a human relations class via embedding the course requirements into the program.

The committee determined this should be a decision for the Gen Ed and Curriculum committees. Chair Bentley stated that the Curriculum Committee had already approved the request.

The committee members did not think approving embedding a class within a program was within the scope of our committee's charges. We also did not have enough information to determine that student learning outcomes for a human relations class are met in the program. There was no syllabus presented and the title of the human relations class was not specified.

Glen Tenney moved that our committee should contact Dean Amber Donnelly with our concerns, and Daniel Murphree seconded. The committee voted unanimously to approve. Chair Bentley will contact Dean Donnelly.

Item 3: The committee discussed a request for a grade appeal hearing from a student. Chair Bentley sent details about the request for committee members to review on Sept. 27, and the committee discussed the student's request via email during the week of October 3. After much deliberation, the committee decided that the chair should write another letter to the student requesting additional information. Staci Warnert moved for the chair to contact the student and Dean Straight seconded. The motion was approved unanimously. Chair Bentley wrote a draft and the committee made additions to the letter, which was sent to the student on October 13.

Item 4: Chair Bentley requested that the committee study the language of the grade appeal process on page 80 of the current GBC catalog. She would like more details in the language so students would better understand what a grade appeal is and under what circumstances it is appropriate. Our committee has had several grade appeal hearings in the past few years that were unwarranted. Chair Bentley requested volunteers to form a subcommittee to review the current grade appeal process and investigate what other NSHE institutions are doing. She asked committee members to review the grade appeal language in the TMCC catalog to get some ideas. The subcommittee will consist of Staci Warnert, Daniel Murphree, Eric Anderson, Dean Straight, and Susanne Bentley. The committee voted unanimously to approve the formation of the subcommittee.

New Business: No new business

Motion to adjourn: Eric Anderson moved to adjourn and Dean Straight seconded. The meeting adjourned at 3:55 p.m.

Respectfully submitted by Susanne Bentley, October 19 2022.

Academic Standards and Assessment Committee November Meeting Minutes

Meeting Date: Nov. 3, 2022, 12:50 – 2:15 p.m.

Meeting called by: Susanne Bentley, committee chair

Meeting format: Zoom

Attendees: Vice Chair Dean Straight, Eric Andersen, Staci Warnert, Daniel Murphree, Stephanie Davis, Jinho Jung, Glen Tenney, Ethan Hawkley, and Yvonne Naungayan

Additional Attendees for Grade Appeal Hearing: A student, the student's parent, an instructor, and a department chair

Call to order: Chair Bentley called the meeting to order at 12:50 p.m.

Discussion and Action Items:

Item 1: The committee discussed the procedure for the grade appeal hearing that would take place at 1 p.m.

Item 2: Chair Bentley called the grade appeal hearing to order at 1 p.m. and explained the procedure to the attendees. The student presented information requesting a grade change. Next, the instructor presented information, and the department chair presented information. Several committee members questioned the grade appeal hearing attendees to clarify the information they presented.

The grade appeal hearing attendees left the meeting after the presentations, and the committee deliberated and arrived at a unanimous decision regarding the grade appeal outcome.

Item 3: Chair Bentley will send the student a letter stating the grade appeal hearing decision. Dean Straight proposed language to add to the letter, and Staci Warnert seconded. The committee voted unanimously to approve the language in the letter.

Motion to adjourn: Ethan Hawkley moved to adjourn and Yvonne Naungayan seconded. The meeting adjourned at 2:15 p.m.

Respectfully submitted by Susanne Bentley, November 7, 2022

BYLAWS COMMITTEE REPORT
Proposed charges the Instructional Technology Committee
Nov 9, 2022

The proposed charges were created and approved by the Instructional Technology Committee in their Oct meeting. The Bylaws Committee likewise approved of these proposed charges in their Nov 9, 2022 meeting and are forwarding this draft to FS for consideration and a vote in December.

For consideration:

Charges:

7. Instructional Technology

- a. Review and recommend policies to Faculty Senate that concern instructional technology and/or distance education.
- b. Consult with the Distance Education and Computer Services departments regarding any proposed changes in learning management systems.
- c. Consult with the Distance Education department regarding issuance of any satisfaction surveys for the learning platform and the Distance Education department's performance in assisting faculty with online issues.
- d. Consult with and make suggestions to the Distance Education department regarding professional training subjects for teaching practices and technology.
- e5. Review and make recommendations on the addition of electronic means of delivery to the teaching process from the point of view of instruction. The areas to be considered by the committee include the use of online, audio, video, Interactive Video (IAV), lecture capture, and other emergent technologies used in an extended classroom environment.

Composition

- f. The majority of members on this committee shall be instructional faculty.
- g. Ex-officio members should include the Dean of Online Education and one member of the Computer Services Department.

ACTION ITEM

PROPOSED CHANGES TO GENERAL EDUCATION COMMITTEE COMPOSITION BYLAWS COMMITTEE

Nov 9, 2022

Justification for change: general education classes and requirements impact virtually every program on campus. It is critical that departments that teach multiple general education courses and divisions and departments that require or embed general education in programs are active on this committee. As such, we propose to maintain the original idea of committee composition but add to that specific representation so that the committee is academically robust.

The Bylaws Committee met Nov 9 and voted to forward the proposed changes to FS for a vote in the November meeting. No comments have been received by any faculty since October so other than a typographic correction, the document remains the same.

PROPOSED CHANGES:

a. The composition of this committee is appointed. The Senate Chair shall communicate with departments and divisions to form the committee. Committee membership shall be structured as detailed below.

b. The chair of the committee will be a senior faculty member from one of the departments listed in section c.

c. A majority of members shall be senior academic faculty who teach general education courses. The following departments shall designate one representative each:

1. Arts and Letters Department
2. Computer Technology Department
3. Math Department
4. Science Department
5. Social Science Department

d. Other members shall be drawn from areas that require or incorporate general education in course work. The following shall have one representative each as designated by the appropriate dean and department chair.

1. Health Sciences and Human Services Division
2. Career and Technical Education Division
3. Education Department

e. Two ex-officio members shall serve—a senior member of Admissions and Records and a member designated by the appropriate Vice President.

10/26/2022 Meeting

Chair:

Ryan Hathaway

General Committee Members:

Brandy Nielsen: Here

Daniel Bergey: Here

John Rice: Here

Laurie Walsh: Here

Ping Wang: Here

Robert Hunton: Here

Tamara Mette: Here

Di Li: Here

Steven Hrdlicka: Here

Oscar Sida: Here

Ex-Officio:

Mary Doucette

Deanna Hamilton

10/26/2022 Committte meeting consisted of two items, one actionable which was the gen ed committee embedded form which was passed unanimously. The other informational item was a request to discuss Int courses for HMS-BAS program and how to better the int courses.

November 2022 Compensation and Benefits Committee report for Faculty Senate.

Dear Colleagues,

The Compensation and Benefits Committee has been hard at work trying to come up with fair and meaningful updates to the workload policy. We have decided to submit items in a smaller manner than what had been previously proposed to other Senates in years past. So, both items we are proposing this month are informational items only. We thought it was best to send it out this way and let Senators take this information back to their departments and discuss and we will propose it as an action item in December. The first item we are proposing is an increase to the overload per credit rate for GBC full time faculty. The proposal is attached to the report as a separate item and there is a short explanation included. The second item is a proposal that is not currently in the policy, but we see it as something that should be in the policy to avoid any issues going forward. This proposal has to do with how instructors will be paid for classes when the enrollment goes over 30 students. This proposed policy change should not be confused with other classes this policy only covers when class sizes get over 30. This proposal is also attached. I will be at Faculty Senate on November 18th to try and answer any questions on either proposal and if needed I can be reached by email later this month and early next month for question before the action item in December.

Respectfully submitted,

Thomas Bruns

Compensation and Benefits Committee chair 22-23

Insert in policy under **Workload units based directly on instructional credits 3(A)1d**
(after development of courses)?

Additional Sections for Class Sizes Over 30 Enrolled Students

For online, hybrid, IAV, Live courses with over 30 students enrolled.

Additional sections to be paid equal to the number of credits given for the class, with the maximum enrollment cap of 30 or more, class caps set in increments of 30. The determination of additional sections will be based on enrollment after the 50% refund drop date for each semester.

Classes where there are multiple sections of the same course during one semester with sections with less than 7 students should run as independent studies. (31 – 37) Each additional section with over 7 students enrolled will be paid at the per credit rate for a full section.

(Examples of Independent Study Calculations)

Independent Study- # of students \div 15 x # of credits = WL units x the per credit rate

For a 3 credit class

1 student \div 15 x 3 = .20 WL (\$150) \$750 x .20 = \$150

2 students \div 15 x 3 = .40 WL (\$300)

3 students \div 15 x 3 = .60 WL (\$450)

4 students \div 15 x 3 = .80 WL (\$600)

5 students \div 15 x 3 = 1.00 WL (\$750)

6 students \div 15 x 3 = 1.20 WL (\$900)

7 students \div 15 x 3 = 1.40 WL (\$1,050)

8 students \div 15 x 3 = 1.60 WL (\$1,200)

9 students \div 15 x 3 = 1.80 WL (\$1,350)

Proposed changes for Overload per credit rate for GBC full time faculty.

We are proposing raising the overload per credit rate from the current rate of \$750 per credit to \$850 per credit for lower division classes. We decided to ask for this proposal to put GBC in alignment with the other NSHE institutions rate for overload credits taught. At this time, we also chose to adjust the rates for part time instructors so it would be the same rate \$850 for lower division classes.

For clarification, the current upper division courses overload per credit rate of 1.25 workload units per credit will be continued. This would be in accordance with the NSHE Handbook Workload Policy CH3 section 3(1) (1),

At the community colleges, an expectation of 30 instructional units per academic year, or 15 units per semester. For faculty teaching upper division level courses, the President of the community college may approve a differentiated workload calculated at 1.25 instructional units per credit.

Proposed Rate Increase

| College | Overload Rates | | Part-Time Instructor Rates | |
|---------|----------------|----------------|----------------------------|----------------|
| | Lower Division | Upper Division | Lower Division | Upper Division |
| | | 1.25 WL | | 1.25 WL |
| GBC | \$850.00 | \$1,062.50 | \$850.00 | \$1,062.50 |

Upper Division 1.25 WL units $\$850 \times .25 = \212.50

10/12/22

Reactivate program Sonography Post Associate Certificate

10/20/22

Change ENG107 prerequisite from ENG095 or ENG103 to ENG103 only

Inactivate Programs – AAS – Associate of Applied Science Computer Technologies, AA – Associate of Arts Graphic Communications

11/3/22

Change existing courses CSCO480 prerequisite from CSCO 221 or instructor approval to CSCO220 or instructor approval and change catalog description to *CCNP Enterprise: Core Networking (CCNP ENCOR v7) - aligns to the Cisco Press CCNP and CCIE Enterprise Core ENCOR 350-401 Official Cert Guide and the Implementing Cisco Enterprise Network Core Technologies (ENCOR 350-401) certification exam. The ENCOR course includes implementation of core enterprise network technologies including dual stack (IPv4 and IPv6) architecture, virtualization, infrastructure, network assurance, security, and automation.*

CSCO482 change catalog description to *This course prepares the student with the knowledge and skills necessary to use advanced IP addressing and routing in implementing scalability for routers connected to LANs and WANs and assists in preparation for the CCNP ENCOR exam. Enterprise Core Networking (ENCOR) curriculum provides students with a broad scope of architectural understanding and implementation skills required by enterprise networks. The course covers switching, routing, wireless, and related security topics along with the technologies that support software-defined, programmable networks.*

Instructional Technology Committee Report to Faculty Senate

The Instructional Technology Committee met on October 25, 2022.

Attendance

Committee Members: Madison Arbillaga, Stacy Crouch, Jonathan Foster, Michelle Husbands, Reme Huttman, Roger Long, Jessica Lynch, Karl Stevens, Jennifer Stieger, Eric Walsh, Josh Webster

Committee Members Present: Stacy Crouch, Jonathan Foster, Michelle Husbands, Reme Huttman, Jessica Lynch, Karl Stevens, Jennifer Stieger, Eric Walsh, Josh Webster

Committee Members Absent: Madison Arbillaga, Roger Long

Guests Present: none

The Committee discussed the following matters:

Agenda Item 1: Discussion and Possible Action on Proposed Committee Charges

The Committee discussed and voted unanimously to approve new committee charges and composition requirements and forward them to the Bylaws Committee for consideration.

Agenda Item 2: Schedule of Meetings

The chair reported that he scheduled the October and November meetings based on the results of a Doodle poll. The chair indicated that he would schedule a December meeting only if needed.

10/26/2022 Meeting

Chair:

Ryan Hathaway

General Committee Members:

Brandy Nielsen: Here

Daniel Bergey: Here

John Rice: Here

Laurie Walsh: Here

Ping Wang: Here

Robert Hunton: Here

Tamara Mette: Here

Di Li: Here

Steven Hrdlicka: Here

Oscar Sida: Here

Ex-Officio:

Mary Doucette

Deanna Hamilton

10/26/2022 Committte meeting consisted of two items, one actionable which was the gen ed committee embedded form which was passed unanimously. The other informational item was a request to discuss Int courses for HMS-BAS program and how to better the int courses.

Personnel Committee Report to Faculty Senate

The Personnel Committee met on November 8, 2022.

Committee Members: George Kleeb, Arysta Sweat, Mike McGhee, Jason Brick, Xunming Du, Rita Pujari, Erica Salazar, Chid Chidester, John Rice, David Sexton, Jessica Johnson, Timothy Beasley

Committee Members Present: George Kleeb, Mike McGhee, Jason Brick, Xunming Du, Erica Salazar, David Sexton

Committee Members Absent: Arysta Sweat, Rita Pujari, Chid Chidester, John Rice, Jessica Johnson, Timothy Beasley

Guests in Attendance: None

The Committee discussed the following matters:

1. Due Dates for Review of Tenure and Sabbatical Packets

The Chair provided updates on the number of members who had reviewed the packets and the committee discussed the November 30th due date for review of the packets.

2. Update on Tenure and Sabbatical Changes

The committee agreed on moving forward with our Tenure and Sabbatical Policy changes.

3. Vote on Sabbatical Packet

The committee agreed that we would vote on the Sabbatical Packet as a committee in our next scheduled meeting.

4. Update on Personnel Committee Training

The chair reported that GBC Human Resources had been contacted regarding Personnel Committee training. At the time of the meeting, a date had not been set for the training.

Submitted by Mike McGhee, November 14th, 2022