



Classified Council General Meeting Minutes

Date: Friday, November 22nd, 2019 – 10:00 am

Locations: Elko –HTC 123, Ely –111,

Pahrump – 122, Winnemucca –123, Battle Mountain – BM4, Blue Jeans 10

Call Meeting to Order – Joe Micke 10:01am

Members Present: Sheree Beard, Laurie Adams, Joe Micke, Teresa Campos, Julie Smalley, Sarah Wilkey, TC Sedgwick, Charles Brown, Gim Quong, Dori Andrepont

Approval of Minutes: Motion to Approve – Sheree Beard, Second – Teresa Campos

Treasurer’s Report: CC Fund: \$2732.26, Tony Joe Salvatierra Fund: \$3120.48 Motion to Approve – Sheree Beard, Second – Teresa Campos

Site Reports: POSSIBLE ACTION ITEMS

Ely: Thank you to Joe and the Battle Born Veteran’s club for the donation of peanut butter to the student pantry. Thanksgiving staff luncheon planned.

Winnemucca: GBC Winnemucca Gala – Elevate & Celebrate event was a huge success - doubled the original goal amount. Event planned to occur again on November 14th, 2020.

Battle Mountain: No Report

Pahrump: No Report

Elko: Chili cook-off went well.

Committee Reports: POSSIBLE ACTION ITEMS

Bylaws *Chairperson: Open*

Events / Fundraisers *Chairperson: Sheree Beard*

Webpage *Chairperson: Cynthia Giles* – Web edits: Remove Kim Hess, Edit Co-Chair, Edit Sarah’s name.

Grant-in-Aid *Chairperson: Sheree Beard*

Hospitality / Awards *Chairperson: Tiffany Steensen*

Scholarship *Chairperson: Shemayne Pitts*

New Business: POSSIBLE ACTION ITEMS

1. Chili Cook-Off – After Event Wrap

a. *Participation, Winners, Funds Raised*

Ely: \$120 – 6 entries, Charles won.

Winnemucca: \$238 – 10 entries – 2 winners: GW for Soup, Sarah for Chili

Elko: \$367 – Laurie won

Motion to add cornbread as a category for competition for future cook offs – Sheree Beard, Second – Laurie Adams

2. NSHE Classified Council – Next Meeting 12/04 @ 9:30am

a. *Blue Jeans TBA* – Joe will send out once he has the information

b. *GBC Representative Nominee* – To establish an email vote to establish a representative for GBC

c. *BoR* – Statement to be read on December 4th for the Classified Councils – statement to be voted on and edited by email.

3. New Year / Welcome Back Party: January 15th, 2019 11:00a-1:00p - \$300 for food budget

a. *Gift Budget* – “White Elephant” participation only.

- b. *Site Inclusion* – Ely will have potluck – no budget needed.
Motion to approve \$50 budget for cookies and hot cocoa for Winnemucca – Laurie Adams,
Second – Sheree Beard

4. Attachments: Policy & Procedure Updates

- a. *Motion to approve proposed policy changes outlined below* – Sarah Wilkey, Second Sheree Beard

04-09 Travel Policy

The majority of changes were made to update the policy into the Workday language and system. A few changes were also made to include updates to risk management changes or clarifications. Those were based on the UNR policy as a sample.

04-26 Smoking Policy

This policy complies with State and NAC policy. The updates were to clarify locations of non-smoking that have been questioned in the past and were determined to be part of normal building and facility locations.

04-27 Mandatory Reporting

There has been some confusion both by members of the campus and from the community when using GBC locations for child-based events. The Definitions section was updated to clarify the information and update the statements to comply with current NRS definitions. The Inventory section was updated to reflect our partnership with UNR Police Services as part of the NSHE University Policy and Security services group. The update to background checks was done in cooperation with CFC so we are compliant with Child Care Licensing. 5.0 Mandatory reporting additions were to include them in this policy for ease of continuity. They were originally in the old Student Services policy which has been revised and no longer covered this information.

4.30 Vehicle Use

Many of the changes are the result of procedure changes related to Workday updates. The Rules and Regulations section was update based on NSHE and State updates. The accident report section was updated to reflect what is being taught in the Defensive Driver training based on BCN Risk Mgt. recommendations.

6.4 change to 4.28 Missing Student Notification Policy

This policy was part of the combined policies in the student services section prior to that section revision. Based on updated US Dept of Education standards this needs to be a standalone policy that can easily be found when searching the website.

Proposed policies 5.60 and 6.10

During the WNC accreditation and also noted during our recent Nursing accreditation the reviewers had no problem with a college adopting as their conduct policy, the system policy. What they asked for was a policy statement saying that is what has happened.

Public Comment

Next Meeting: Friday, December 20th, 10:00 am– Blue Jeans Connection 10, Elko - HTC 123, Battle Mountain – BM2, Ely - 118, Pahrump – PVC 120, Winnemucca - 108

Adjourned - 10:37 AM