



Classified Council General Meeting Minutes

Date: Friday, April 21st, 2023, 10:30am

<https://gbcnv-edu.zoom.us/j/82178469832?pwd=ZlZuVXlmZzFoWGxxVnRiU0RsdXp1UT09>

Call Meeting to Order – Louellen Monte – 10:32 am

Roll Call: Cheyenne Stocks, Louellen Monte, Jordan Hathaway, Shemayne Pitts, Julie Martinez, Amber Donnelly, Dori Andrepont, Erendira Andrade, Sharon Butterfield, Kelli Baker, Katelynn Gurr, Kimberly Hunt, Kimberly Myers, Janet Vega, Gaye Terras, Madison Price.

Approval of Minutes: Gaye Terras: Regarding the Dessert Auction, maybe doing it on a Monday next time would allow for more people to have the time to make entries and contribute.

Motion to approve March minutes: Cheyenne Stocks; Second: Julie Martinez

Treasurer's Report: Treasurer Cindy Holt was not able to attend, but she notified the Executive Committee that there were no changes to the accounts since the March meeting.

Site Reports: POSSIBLE ACTION ITEMS

- Ely:** Julie Martinez – Enrollment for the Summer and Fall semesters is underway, and they are gearing up for graduation as well. Buildings and Grounds is working hard to get the campus ready for summer. Other than that, it's business as usual.
- Winnemucca/
Battle Mtn:** N/A
- Pahrump:** Louellen Monte - There have been some personnel changes at the Pahrump campus; Administrative Assistant III Shakira, Math Tutor Hernando, and CTE Advisor Manny. They are also working on getting students enrolled for the coming semesters and ready for graduation, as well as the list of projects they would like to accomplish this summer.
- Elko:** Cheyenne Stocks – Gearing up for graduation and working on enrollment. There are some new faces around campus, and there are still many open positions available as well. There is an LGBTQIA+ Faculty and Staff Training on May 3rd. The Outstanding Student Awards will be held on April 26th in the theater here in Elko as well as through IAV.
Gaye Terras – On April 24th and 25th, NWCCU Accreditors will be conducting meetings. Welcome to some new positions: Administrative Assistant in Arts and Letters Kimberly Myers, Administrative Assistant in CTE Department Melissa Jacobo, and Administrative Assistant in Business and Computer Technology Sharon Butterfield.
Dori Andrepont – The ceramics sale will be starting a week from tomorrow on the 29th in the Leonard Center at 6pm. Copies of the Argentum magazine are hot off the press and are ready for the launch party on the same day in Elko and will be delivered to the other sites by May 7th.

Committee Reports: POSSIBLE ACTION ITEMS

- Bylaws:** *Chairperson: Tasha Storla: N/A*
- Events/Fundraisers:** *Chairperson: Tasha Storla: N/A*
- Webpage:** *Chairperson: Cindy Holt: N/A*
- Grant-in-Aid:** *Chairperson: Cheyenne Stocks: No updates*
- Hospitality/Awards:** *Chairperson: Open: N/A*
- Scholarship:** *Chairperson: Shemayne Pitts: No updates.*

New Business: INFORMATION ONLY:

1. Recap from NSHE Classified Council Meeting:
 - Cheyenne Stocks attended the NSHE Classified Council Meeting earlier this week. One topic of discussion were the retention bonuses that started rolling out today.
 - Also discussed was Governor Lombardo's road trip to colleges around Nevada. We haven't heard about him coming to GBC, but he has made stops at UNR and WNC already.

- Also, TMCC is looking into flex hours as a cost saving measure.
- If anyone has any questions, comments, or concerns that they would like to be brought up at a future meeting they can contact Cheyenne.

POSSIBLE ACTION ITEMS:

1. Dean Donnelly – Discussion on alternate schedules for summer:
 - Ex. of alternate schedules include working four ten-hour days a week and getting one day off and working nine-hour days and half-days on Fridays.
 - TMCC is looking into alternate schedules as a cost saving measure, altering their operating hours. GBC isn't looking to implement this as a cost saving measure, and still wants to be open 8am-5pm M-F to ensure students still have access to the main points on campus.
 - In order to ensure that our campuses are available 8am-5pm M-F, departments would have to determine their needs and work together to make sure that there is always someone there; ex. one person works ten hours Monday-Thursday and gets off Friday while another person is off on Monday and then works ten hours Tuesday-Friday.
 - Holiday weeks will still stay as 8am-5pm, though, as to not cause confusion with HR policies and procedures in that regard.
 - Every department is different, so what works for one department may not work well for another; especially for those that only have one person. In some cases, like in Admissions, it might be beneficial to be open a little later than normal and be available for more students, so having alternate hours would allow for each department to provide coverage based on its own needs.
 - Departments that only have one person can participate as long as they
 - One of the main focuses in this endeavor is to ensure that there are not feelings of inequity. This kind of scheduling can be very attractive to people, and may help with retention as well as drawing people in.
 - It might be too late for this to be implemented for the summer, but since we are not looking to implement it as a cost-saving measure and do as much as TMCC, it could be. Dean Donnelly will come back to a future meeting with updates as things get moving.
2. Discussion and updates on the Duck Race, May 4th, 2023:
 - We are two weeks out, and things are getting pretty crazy around campus.
 - It was agreed that we should table the Duck Race until a later date because we want to put on a quality event and not scramble to put something together just to have an event. There hasn't been marketing materials sent out yet, so it's an easier process.
 - One suggested possibility was to do it in the Fall as a back-to-school event "quack-to-school", we would just need to double check with Buildings and Grounds about when they're going to be shutting the water off.
 - A motion to table the Duck Race for a later date yet to be determined was made by Gaye and seconded by Cheyenne
3. Discussion on the election of new officers:
 - Cheyenne or Louellen will send out an email with a call for nominations. This will include a small description of what each position does as well. Next month we will vote.
 - Nominations will be accepted until May 15th so that we can hopefully get something together by the May 19th meeting to present. Voting will then be open until June 1st.
4. Discussion on a Classified Staff Newsletter:
 - This newsletter would be for all Classified Staff and would be beneficial to those who are not involved with Classified Council but would still like to know what is happening and what we are doing as a group.
 - This could be as simple as a regular email or done up more like the Weekly Post. It could lead to more involvement and will connect the Classified Staff members from all campuses even when we can't.
 - One idea was to include new/employee shout outs, and we would include the date/times of our meetings as well as the agenda and minutes from the previous meeting.

Public Comment:

- No public comment

Next Meeting: Friday, May 19, 2023 – 10:30am, Zoom

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Adjourn: Louellen Monte – 11:17 am