

GREAT BASIN COLLEGE
Institutional Advisory Council
MEETING MINUTES (Approved on 2-25-25)
Tuesday, November 26, 2024 7:00 am (PST)

Call to Order and Roll Call: Chair John Tierney called the meeting to order at 7:05 am and asked that a roll call be taken. The meeting had a quorum.

GBC IAC Members Present: Billie Crapo, Caroline McIntosh, Dave Roden, Stacy Smith, John Tierney, Michelle Hammond

GBC IAC Members Absent: Terri Clark, Barbara Gallagher Kidwell

GBC Staff Present: Amber Donnelly, Sarah Negrete, Staci Warnert, Shemayne Pitts, Christopher Salute, Jake Rivera, Mardell Dorsa, Mary Swetich,

NSHE Representatives Present: Natalie Brown, Kiah Beverly

Others Present: CJ Anderson

Public Comment: None

Minutes for Approval: Dave Roden made a motion to approve the minutes of the GBC IAC meeting on September 19, 2024. Caroline McIntosh seconded the motion. The motion was approved.

Chairs Report: Chair Tierney discussed the importance of recruiting new members to the IAC as there are 3 vacancies to get to the minimum of ten members. To that end, President Donnelly introduced Michelle Hammond as one addition to the GBC IAC membership. Michelle represents Winnemucca and serves on numerous boards. She works closely with the lithium mine in Winnemucca. We have worked extensively with her on the Tech Hub. Many people on the GBC IAC agreed that Michelle is an excellent addition to the IAC. There was additional discussion on recruitment of new members to the IAC.

Written Reports: President Donnelly reported that going forward we will have the deans reports in written format to distribute prior to the meeting. GBC IAC were given an opportunity to discuss or ask questions on the written reports. Stacy Smith relayed that the Office of Traffic Safety (OTS) used to give out mini grants to communities that were pursuing projects with drivers' education. It might be useful to check and see if the OTS still does that.

President's Update: President Donnelly reported that each of our areas are growing. We have increased enrollments. We have had a shift in our DFW rates (drop, fail, withdraw). We did a very big push at the beginning of the semester with some additional training and resources

extended to faculty to encourage our students to use our online tutoring tools and the Academic Success Center. All of these things are making a dent.

President Donnelly talked about continuing our theme of “Ignite the Fire” into Spring. Many different community events and GBC staff events have occurred or are being planned that have “Ignite the Fire” theme. She talked about the 3 important president committees that she has formed to garner input from all areas of the college: Budget and Facilities Committee, Institutional Advancement Committee, and the President’s Council Committee. President Donnelly touched on the dual enrollment which is 24% of our enrollment. We have dedicated one faculty member to actively work with the school districts and this have benefited us greatly in building stonger relationships in every one of the high schools that we serve.

President Donnelly talked about the need for more space in Winnemucca and the possibility of purchasing something to suit our needs there. We see the need for growth, we just don’t have the ability to add some of those programs.

President Donnelly reported the college will present on its partnership with NORCAT and the Mine Skills Training program at the March Board of Regents meeting. The college is also preparing a presentation on student success in rural Nevada. The college is working on a six-year strategic plan for the system, focusing on various priorities.

President Donnelly, Mary Doucette, Karl Stevens, and Jake Rivera attended the Northwest Association of Colleges and Universities accreditation conference in September. GBC has a site visit in April 2025, so we are preparing for that.

Vice President for Student and Academic Affairs Update: Jake Rivera announced he will be leaving GBC after the Christmas holiday. He extended his appreciation with working with the GBC IAC throughout the years, but it is now on to a new chapter of his life. He reported that Sarah Negrete, Associate Vice President, will assume the responsibilities of his position.

VP Rivera reported that the fall enrollment increased by 16.6% and showed him that our retention efforts have paid off. For spring, we are showing a 9.6% increase in headcount and a 37.6% increase in FTE.

VP Rivera reported on name changes to departments that will be going before the Board for approval in December. Our recommendation is to change department names to School of Arts and Sciences, School of Business and Computer Technology, School of Industrial Technology and Workforce Development, and School of Health Sciences and Behavioral Health.

Foundation and Communications Update: Leslie Maple reported the GBC Foundation received a clean audit. They will be presenting their annual report to the NSHE Board of Regents and their December Quarterly meeting. The GBC Foundation is in the planning process for next year including the annual golf tournament.

Leslie reported GBC is implementing new scholarship management software to streamline processes.

GBC IAC Member Updates:

Billie Crapo reported the Elko Area Chamber of Commencer is thriving, with a strong focus on local business support and community events. The Chamber is a chamber check program that was initiated in 2002 and to-date, more than \$14 million in chamber checks have been purchased. The chamber checks can only be used locally so the money stays in Elko. This year already, more that \$400,000 in chamber checks have been purchased.

Stacy Smith reported on the good things happening in the Pahrump area. She is very impressed with how active GBC is within the community. There is a large solar company that is in the beginning stages of a potential project along the border of Nye County and Clark County. Whether it impacts GBC, Stacy does not know, but it certainly will impact the community with economic growth and tax revenue.

Assistant Vice Chancellor for Workforce Development and Community Colleges Update:

Assistant Vice Chancellor Natalie Brown thanked Jake Rivera for the great work he has done at GBC and wished him the best in his next chapter in life. She reported the search for new Chancellor is underway. The leadership profile is almost finalized. The search process should be completed by the summer of 2025 with luck. She reported the Legislative Budget will be released in January. The number one priority is fully funding the formula and then safety and campus security.

Natalie reported that GBC will be reporting on the innovative partnership with NORCAT at the next Workforce Committee meeting. She also talked about reaching out to institutional representatives as we roll that out the credit for prior learning initiatives. The system is looking at ways to value employment experience in a credit capacity.

New Business: None

Public Comment: None

Meeting Adjourned: Chair Tierney adjourned the meeting at 8:30 am.

Great Basin College
Institutional Advisory Report
November 2024

Dr. Mary Doucette, Dean of Arts & Sciences

Areas of Report	Information / Challenges
Arts and Sciences Accreditation Liaison Officer	<ul style="list-style-type: none"> • <i>Accreditation</i>-Mission Fulfillment Report for 2023-24 completed and waiting for review. We will hopefully share it with IAC at the next meeting. The NWCCU Ad-Hoc site visit is scheduled for April 10, 2025. <p>We are in the process of implementing a Watermark Planning and Self Study process to help with institutional effectiveness, program assessment and data collection. This is estimated to be a 4 month process which kicked off this month.</p> <ul style="list-style-type: none"> • <i>Arts and Sciences</i>-Professor Milinda Wasala (Physicist) has been working with the community colleges and UNR on an National Science Foundation Engineering Pathways for Access Community and Transfer grant. This will allow us to offer a 2+2 pathway for engineering starting in 2025. The community college instructors will be teaching online courses at the 200 level to meet this need. They will be available to all the colleges and will be cross transferable. • <i>Arts and Sciences</i>-We are starting the Emergency Telecommunications Skills Certificate (15 credits online), and the Geology Technician Skills Certificate (15 credits online). The geology technician program has a grant offering \$1000 to all students who complete the 15 credits. Both are starting in the spring.

Dr. Staci Warnert, Dean of Health Sciences and Behavioral Health

Areas of Report	Information / Challenges
Health Sciences and Human Services	<ul style="list-style-type: none"> • The Cardio-Respiratory Care Science (Respiratory Therapy) Program went in front of the accreditation CoARC Board on November 19, 2024, which is the final step in the accreditation process. We are waiting to receive official and final approval for provisional accreditation. The program will launch in Elko, Winnemucca, and Reno at Renown Health this spring (January 2025). Applications are open and due December 6, 2024. • We are preparing to offer MAPE and CNA education in Native American Tribal communities as part of a FIPSE grant. We have met with Tribal leaders from the Duck Valley Shoshone Paiute Tribe in Owyhee and the

	<p>Fort McDermitt Paiute Shoshone Tribe to discuss partnering to offer MAPE and CNA in their tribal locations. We are hoping to offer this educational training starting Fall 2025.</p> <ul style="list-style-type: none"> • We have 10 students graduating from the sonography program this December and will hold a small pinning and celebration for them on December 14, 2024 at 3:30pm in the Solarium on the Elko campus. All advisory board and community members are welcome to attend and wish our graduates well. • We are looking into adding a BAS Degree in Healthcare Administration. The bachelor's degree would provide opportunities for students to advance their careers as well as provide education and training for professionals interested in healthcare management positions. • We have been working with the NSHE system office for GBC and the Health Sciences Department to participate in a college reimbursement program related to assistance for students who are receiving SNAP (Supplemental Nutrition Assistance Program) benefits. The program is designed for students who are receiving SNAP benefits to enroll in an education training program to receive further assistance with their educational goals. For any assistance GBC provides, the college can be reimbursed up to half the cost. We have just started participating and are planning to work with a small group of students in the Health Sciences Department, with hopes to expand further to the rest of the college in the future.
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Gail Rappa, Director of Continuing Education and Community Outreach

Areas of Report	Information / Challenges
Continuing Education	<p>CDL-A: The four students in the last class of 2024 will be testing today and tomorrow at the DMV (11/26-27). CE continues to explore options for evening and weekend CDL classes as well as “refresher” courses.</p> <p>Challenge: We have one full-time CDL-A instructor with no back-up. We currently have eight, six-week courses scheduled back-to-back for 2025 which leaves no time to expand instruction. We would like to hire a part-time instructor to be able to expand beyond our current offerings. Program income is currently insufficient to cover all expenses (truck repairs and maintenance, instructor salary, insurance increases) and a part time instructor.</p> <p>GBC Fitness Center: CE has added multiple new classes to the Fall schedule including: Pickleball and open Pickleball play, kickboxing, Winter break youth basketball and volleyball camp and a New Year's Fitness Sampler: 1/6 - 1/24/2025. We are looking into offering youth rock wall classes in late Spring.</p> <p>Challenge: FC currently staffed with student workers (SW). FC hours of operation limited to SW schedule and allowable hours. No back-up for sick days and weather delays, can result in FC being closed during regular open workout hours. No surplus funds to buy/replace equipment (i.e. harnesses for youth rockwall classes).</p>

	<p>Behind the Wheel Driver's Education: CE is exploring bringing back the behind the wheel driver training class. Students would receive six hours of driving time "behind the wheel" with a certified driver education instructor. We are also in conversation with Drivers Edge about a possible youth driver safety event for Spring 2025.</p> <p>Personal Enrichment Classes: Our ceramics classes at the Elko campus continue to be popular. We recently had a Printmaking workshop with local artist Siden Teske. We will be expanding the art course offerings at all our campuses to include more one-day, weekend and evening options in the Spring 2025 semester.</p>
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Dr. Sarah Negrete, Associate Vice President

Areas of Report	Information / Challenges
	<p>Vice President for Finance and Operations. Interviews were held in October (virtual) and November (in-person); candidate has been selected and we are in the process of hiring paperwork.</p> <p>Library / Academic Success Center. The two spaces have been combined to include a much more modern appeal to the space with new furnishings, new configurations, and more openness. You're encouraged to take a look at the new space which continues to evolve.</p> <p>Special Events. Please join GBC at your local campus "winterfest". In Elko, you will see advertisements for December 10th Fire & Ice. In Ely (12/4) and Winnemucca (12/11) you will see Light Up GBC festivals. In Pahrump there is a Winter Oasis on December 6th.</p> <p>Town Halls. Please plan to join Great Basin College at one of the four Town Hall meetings to be held in December and January: Pahrump (12/3), Ely (1/13), Winnemucca (1/14), and Elko (1/15).</p>

Dr. Karl Stevens, Dean of Business, Computer Technologies, and Online Education

Areas of Report	Information / Challenges
Business and Computer Technologies Academic Departments, Online Education Support	<p>Computer Technologies. Addition of a skill certificate in Data Science and Analytics. A 15 credit certificate that can be completed in one semester.</p> <p>Deactivation of computer technologies AAS and BAS degrees due to low yield over the past three years.</p> <p>Business. Based on input from the business advisory board, the Business Department is pursuing curriculum changes to the BAS in Management and</p>

	<p>Supervision, and will rebrand it as a BAS in Business Administration.</p> <p>Online Education. A significant effort is being made to transition GBC's IAV classrooms away from outdated PolyCom technology in favor of Zoom-based classrooms.</p>
Dr. David Stoddard, Dean of Industrial Technology and Workforce Development	
Areas of Report	Information / Challenges
Career and Technical Education, Workforce Contract Training	<p>Program Exploration. New career and technical education programs are being explored. The Process Operator program is taking shape and will begin being offered in Fall of next year. Other programs are in early exploration for the Pahump location (auto mechanics, alternative energy, waste water, HVAC, drone technician, automation) and Winnemucca (renewable diesel, automation, drone technician, engineering technician). Additionally, alternate schedules are being developed to allow flexibility for non-traditional students including hybrid models with online and in-class/lab components.</p> <p>Spring Enrollment. Spring enrollments are off to a great start. Advisors are working with students to auto-enroll into their spring courses with 156 currently enrolled.</p> <p>Workforce Development. Our workforce development center has a proposed new name that will be presented to the Academic Affairs Council for approval. The proposed name is The Workforce Innovations, Solutions, and Education Center (WISE). The WISE Center will be a concept allowing workforce development to take place across the state at any of our locations, online, or at industry locations.</p> <p>Contract Training. A new form to initiate contract training will soon be live on our website. It will help streamline the process for organizations to get the training they need for their workforce.</p> <p>MTC Progress Record. Partners of the MTC program will be able to see progress updates for those within their organization starting in January. The report will be a pass/fail report.</p>