

GREAT BASIN COLLEGE
PRESIDENT'S COUNCIL
January 11, 2011

PRESENT: Carl Diekhans, Mike McFarlane, Lynn Mahlberg, Sonja Sibert, John Rice, Sarah Negrete, Jolina Adams, Paulette Batayola, Delores Whittaker

1. Approval of Minutes – The minutes of the President's Council meeting on December 7, 2010, were approved.
2. SGA Update – Paulette Batayola reported that the average GPA on SGA was 3.03 so no one is ineligible for the first time. They are readjusting some things in the game room to get more activity. SGA has been working on the student handbook. Paulette will be attending the next Fresh Look at Community Colleges taskforce meeting.
3. Faculty Senate Update – Sarah Negrete presented the department chair evaluation changes. Mike requested more time to review so it will be brought back at the next PC meeting.
4. Classified Council Update – Jolina Adams reported that Lynnette Macfarlan reported to classified council that Communities in Schools is looking for new board members and invited any interested to apply.
5. Policy & Procedure
 - 6.1 Student Services Policies and Procedures
 - Section 10.6 Children on Campus - The SGA president reviewed and President Council approved.
 - Nursing Mothers Break Time – Sonja presented as a first read. New federal laws require employers to provide an area for nursing mothers to express breast milk. We will designate a room in McMullen hall for this. The other campuses will have to provide an area when the need arises.
6. Miscellaneous
 - Carl Diekhans attended the economic conference in Las Vegas on Friday and then met with school superintendents regarding regional professional development on Saturday. The economic forum had over four hundred businessmen/women that attended. Only four elected officials attended. Other state representatives gave presentations about how they have had to put money into their states to develop their project that have been successful to the economies of their states.
 - Carl reported the Council of Presidents and Chancellor met before the economic forum. The Chancellor could not disclose everything that was discussed in the meeting with Governor, James Dean Leavitt and him. There could be significant fee increases. The presidents will have to wait until the January 24 to see the Governors' budget. Cuts

will probably not go below 10%. Benefits will be impacted. Budget cuts and salary cuts will be separate issues.

- Carl Diekhans will attend the Special Board of Regents meeting on January 20 in Las Vegas. He and Sonja Sibert will attend the pre-legislative budget session on January 27 in Carson City.
- Paulette Batayola wanted to talk a little about the school colors. She really felt that it was a small issue that really ballooned. The bigger issue is that we use these colors and stand behind them. It is a win/win situation either way because it has made everyone more aware of whom we are as a college. Also, people are actually using the school colors now. Classified had made their recommendation to the President and Faculty Senate will make a recommendation at their January meeting. Then President's Council will make their decision.
- Lynn Mahlberg reported that during the winter break students in our system who only have 4-5 more credits to graduate were contacted and directed to seek advice from a GBC counselor. There have been twenty of these students so far who have registered and applied for graduation.
- Lynn talked about the Complete College America Grant to expand programs or add new programs and went she went over the goals of CCA. The CCA grant has been delayed for a month, but we need to be preparing for a short time line once we do respond to it. Carl will talk a little about the CCA goals at the Welcome Back.
- Sonja Sibert reported the first official "go live" part of iNtegrate will be with application process for the fall registration.
- Mike McFarlane reported that Cathy Fulkerson, Director of Institutional Research & Effectiveness has been here for awhile and has been an outstanding hire. Also new to GBC is Kris Miller, Dean for Health Sciences and Human Services, who began yesterday. The temporary history instructor, Ken Kisner, will arrive tomorrow. We offered the music/theater position to Christine Young Gerber, who arrive late in the semester and officially begin on July 1. We will have to start the recruiting process again in January for the accounting position. The temporary management position is filled by Steve Theriault remotely from Minden this semester, but will originate in Elko if continued next fall.
- Mike reported that the due date is March 1 to have our year one report to Northwest. Report one deals with our mission, themes and goals. We have been working on the issues relating to remediation and have meetings with the school district math and English people. We are working to address the issue at the junior in high school level and attack the problem before remediation is required.
- John Rice reported the Foundation continues the planning process for their major campaign. Beginning in February, the Foundation will begin the family portion of the

campaign. The Foundation will be conducting a professional development session this month where faculty will have the opportunity to find out how to talk to potential donors for programs.

mandates disciplinary action against “any student who exhibits offensive behavior on NSHE-owned or supervised property while under the influence of alcoholic beverages.”

Legal Sanctions. Legal sanctions are governed by the Nevada Revised Statutes. Such sanctions result from a police report filed with the district attorney’s office. Legal sanction may take place concurrently with campus disciplinary action.

Campus Disciplinary Sanctions.

Alcohol: 3-hour education seminar (based on social norms) for violations of campus policy related to possession or use. Counseling and assessment; campus probation; campus disciplinary probation; extended probation with counseling; suspension and/or expulsion for violations of campus policy which include other offense or recidivist behavior.

Drugs: Disciplinary probation and referral to assessment; suspension and/or expulsion for violations involving possession or use.

For more information, or to arrange for program services and assistance, contact the vice-president of student services.

10.4 Sexual Harassment.

Note: See Appendix B of this document, Sexual Harassment, for further detail.

10.5 Rapid Response/Crisis Management. When a faculty observes student behavior or hears reports of student behavior that is cause for concern the protocol on Appendix C should be followed.

10.6 Children on Campus. Children are not allowed in the classrooms, lab areas, or access areas. GBC is committed to providing a place of instruction that is conducive to learning; and that is, to the greatest extent possible, free from distractions. Only enrolled students should be present in classrooms, field trips, fitness center(s) and lab facilities.

If the situation is not immediately reconcilable, on the Elko campus reports should be made to a Security Officer, Director of Environmental Health, Safety and Security, or the Vice President of Student Services. Concerns for all centers should be reported to the director or manager, the Director of Environmental Health, Safety, and Security, or the Vice President for Student Services.

In carrying out policy, please note:

- Minor children are under eighteen years of age and who are not emancipated.
- Minors under the age of eighteen who are enrolled in credit classes or who are enrolled in a fee-based program (which is supervised); or high school students working in High Tech Center(s) shared facilities, using the library, community center (e.g., Cafe X, Bookstore, etc.) are exempt (unless they are disruptive).
- In the classroom, lab area, or for field trips, exceptions would be very rare and at the discretion of the instructor. An adult may be asked to leave with the child(ren), if it is later determined that the behavior is distracting and/or disruptive.
- Minor children may not be left unattended in public areas such as the library, High Tech Center, community center, left to wait in access areas (e.g., outside the classroom, or outside the ground).
- If a child, under the age of eighteen, is left unattended, child protective services or the appropriate law enforcement agency may be notified.

11.0 Graduation Requirements

11.1 Catalog Year to Follow. A student may elect to graduate under the catalog/degree requirements of the year of admission and registration (provided its not over six years old for an associate’s degree and ten for a bachelor’s), or the year the student declares/changes a major, or the year of graduation, but not a combination of these.

When course offerings of prerequisites within the academic major have changed, the academic department shall determine acceptable alternative(s) that should be documented on a *Course Waiver/Substitution* form that can be obtained in the admissions and records office or the branch campuses. This form then becomes a part of the student’s permanent GBC file.



HR section

Human Resources

MEMORANDUM

DATE:

TO:

FROM:

SUBJECT: Nursing Mother Break Time

On March 23, 2010 President Obama signed into law the Patient Protection and Affordable Care Act which amends section 7 of the Fair Labor Standards Act (FLSA) and requires employers to provide a "reasonable break time" for nursing mothers to express breast milk, for up to one year after the birth of a child, each time such employee has need. Additionally, employers are required to furnish a private place, other than a bathroom, in which to express breast milk.

In compliance with federal law which requires the provision of unpaid, reasonable break time for an employee to express breast milk, Great Basin College subscribes to the following policy:

- An employee who intends to express breast milk during the work day must submit her notice to ~~Superior~~ ^{HR} in writing. A notice letter form can be obtained by contacting Human Resources.
- An employee will be provided a reasonable break time to express breast milk for her nursing child for the first year of the child's life. These break periods will be given each time the employee has need to express breast milk. If the employee elects to take these break periods in conjunction with her regular break time an additional 15 minutes of release time will be allowed. This will provide the employee with two 30 minute breaks. Any additional break time required by the employee will be unpaid.
- An employee lactation room is provided as a private and sanitary place for a breastfeeding employee to express milk during work hours. This room provides an electrical outlet, comfortable chair, and nearby access to running water. An employee may use her private office area for milk expression if she prefers.
- An employee may use her own cooler packs to store expressed breast milk, or may store milk in a designated refrigerator/freezer. Employees are expected to appropriately maintain the refrigerator.
- Management and staff are expected to provide an atmosphere of support for breastfeeding employees.

Great Basin College has designated McMullen 114-A for this purpose. If you have a need to use this room, please contact Human Resources with your notice and obtain a key.

at other ^{GBC} centers other arrangement shall be made available