

GREAT BASIN COLLEGE
PRESIDENT'S COUNCIL
March 8, 2011

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

1. Approval of Minutes – The minutes of the President's Council meeting on February 8, 2011, were approved.
2. SGA Update – No report.
3. Faculty Senate Update – Sarah Negrete reminded President's Council that on January 28 Faculty Senate approved the department chairs prioritizing both vacant and current positions that become vacant, in order to maintain core faculty positions. They also approved the overload pay to adjunct being increased from \$700 to \$750 per credit. President's Council approved these recommendations. Sarah also brought up the department chair evaluation presented to PC in January that still needs to be discussed. There was a confusion on the duties listed online matching the department chair responsibilities. Everyone agreed that the revised version can go forward for the time being. There are some issues that need to be revisited. It is better than the one before.

The Faculty Senate meeting in February, the senate approved the assessment committee's recommendation that all general education classes must include the communications objective and the critical thinking objective. Faculty teaching the class must also include one of the remaining three objectives: personal/cultural awareness; personal growth and responsibility; or technological understanding. President's Council agreed with the recommendation. Mike commented that next year we may need an ad hoc general education committee to review everything. It's been ten years and it is part of the program review from last year.

Sarah reported that Faculty Senate is recommending the confidentiality form that the budget taskforce is required to sign be rescinded. Carl stated he wasn't going have a confidentiality form this year anyway.

Faculty Senate voted to recommend Karen Martin for emeritus status.

4. Classified Council Update – No report.
5. Policy & Procedure – Mike recommended the strategic plan that is online probably needs to be made more generic. Sonja stated NSHE has updated travel policy so we will be updating ours.
6. Miscellaneous

Carl reported the final budget reduction plan is due to the system today. We will submit a general plan which will be made public on Friday.

Carl reported that there is committee that John Carpenter wants to form to look at how they can help "save" the college. One of the things the committee wants to look at is a potential sales tax increase. There appears to be great interest in forming this committee. We appreciate any support we can get, so we must figure out how to get this committee on track. The college would not take a leadership role in this committee. We can provide them with necessary information.

Sarah Negrete reported the last meeting she attended the Chancellor mentioned parallel pathways where everyone is being cut equally but the Board won't make equal cuts. Carl said the average cut is about 30%. What Sarah is talking about would be to cut appropriation lines which would have to be approved by the legislature.

National Summit of Mining Communities planning is going well. Mardell Wilkins reported the summit will be held in Elko on April 4- 7, 2011 with April 7 being at GBC. Mike McFarlane, John Rice, Bret Murphy and Norm Cavanaugh will be presenters.

John Rice thanked everyone for their support of the Foundation dinner dance. The students really transformed the evening. They talked about their experiences and how GBC has changed their lives. It was a great evening.

Mike McFarlane attended a NWCCU accreditation meeting last week. He feels comfortable about what they are looking for. Next year 3 and 5 reports are due. We need to start now to prepare. We will need to create an accreditation committee which could be the strategic planning committee. We will assign sections to different groups. The new process will be easier to deal with. In April of next year there will be an accreditation visit associated with the year 3 report. The focus will be our assessment process. Mike is hoping to bring Ron Baker in for the in service to explain the new process to faculty.

Sonja Sibert reported the iNetgrate phase 2 will be going out for bid. This is the phase that incorporates finance and business office. It will take a year or more to complete the bid process.



**Management Role: Department Chair
(by Department Members)**

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For: Susanna Dorr

Management Role: Department Chair (by Department Members)

Role Definition: Carrying out assigned duties that foster and support department and/or program administration and resource management.

Evaluated with: **Evaluator[s] must be selected**

Section A: Department Management

Points	
*	Perform required management duties such as signing travel requests and purchase orders, assigning department representative to tenure committees and hiring committees, etc. (3 points) Required score was not met.
*	Hold department meetings live, IAV and/or electronically (1 point per meeting with 4 points required; 9 points maximum) Required score was not met.
*	Request items for discussion from all department members and set agenda (1 point) Required score was not met.
*	Coordinate course scheduling (3 points per semester, 6 points required) Required score was not met.
*	Facilitate equipment/teaching material requests (2 points) Required score was not met.
*	Request reports from faculty senate representatives (1 point) Required score was not met.
*	Relay information from system committees, college-wide committees and/or VPAA/Dean (1 point) Required score was not met.
*	Coordinate cancellation and retention of courses for proposed semester schedules with faculty members and VPAA/Dean (1 point per semester, 2 points required) Required score was not met.
	Meetings are time efficient (1 point)
	Maintain minutes for all meetings (2 points)
	Content is relevant to all department members. Members are invited to participate in decision-making (1 point)
	Conduct adjunct class observations (2 points per observation)
	Review adjunct syllabi (1 point per syllabus)
0	Total for Section A

Section B: Occasionally Required Duties

Points	
	Coordinate department representation for common course numbering meetings and other system meetings (2 point)
	Facilitate necessary institutional work such as mission statements, planning, assessment and/or accreditation (4 points)
	Follow NSHE/GBC procedures for grade appeals process and/or student complaints (3 points)
0	Total for Section B

Section C: Other Activities

Points	
	Assign 1-8 points based upon the significance and the amount of effort involved (effort should be similar in scope to activities above with comparable scoring). Describe activities:

0	Total for Section C
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Optional Reference Documents for and/or Comments on this Form

None

Score

Total Points	0
Rating	Unsatisfactory

38+ =Exemplary (5)
29-37 =High (4)
20-28 =Standard (3)
11-19 =Minimal (2)
0-10 =Unsatisfactory (1)

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**Control Panel****For: Susanna Dorr****Evaluation Control Panel for Susanna Dorr**

Deadline for Assigning Weights: March 1, 2010

Deadline for Form Completion: August 2, 2010



Guidelines (Power Point Presentation)

Enter/Adjust Component Weight Assignments			
If you have not yet assigned weights to what you do		START HERE 	
Role Components	Assigned Weight	Online Scoring	Score
Teaching Role			
Instructional Design	15%		Exemplary (5)
Instructional Delivery	15%	IDEA	
Instructional Assessment (by Students)	3.75%	IDEA	
Instructional Assessment (by Colleagues)	3.75%		Exemplary (5)
Instructional Management & Coordination	7.5%		Exemplary (5)
Field Work (by Students)	2.5%		Exemplary (5)
Field Work (by Colleagues)	2.5%		Exemplary (5)
Total Teaching Role	50%		3.1
Professional Role			
Proficiency	5%		Contains Errors
Scholarly/Creative	5%		Contains Errors
Total Professional Role	10%		0.0
Management Role			
Program Coordinator/Supervisor (by VPAA/Dean)	6.0%		Contains Errors
Program Coordinator/Supervisor (by Program Committee or Colleagues)	9.0%		Unsatisfactory (1)
Department Chair (by VPAA/Dean)	6.0%		Contains Errors

			
Department Chair (by Department Members)	9.0%		Contains Errors
Total Management Role	30%		0.3
Service Role			
To the Institution	6%		Contains Errors
To the Students	2%		Contains Errors
To the Community	2%		Contains Errors
Total Service Role	10%		0.0
GRAND TOTAL*			
5 = Exemplary 4 = High 3 = Standard 2 = Minimal 1 = Unsatisfactory	100%		1.64
*IMPORTANT NOTE ABOUT YOUR GRAND TOTAL: Your grand total will not be accurate until all scores, including IDEA scores, are entered. Incomplete forms and forms with errors are scored as zero until they are completed or corrected, thus reducing your grand total temporarily.			

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Management Role: Department Chair (by VPAA/Dean)

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