

GREAT BASIN COLLEGE
PRESIDENT'S COUNCIL

October 27, 2015

1:30 p.m.

PRESENT: Mark Curtis, Mike McFarlane, Lynn Mahlberg, Sonja Sibert, Greg Brorby,
Mardell Wilkins, Angie DeBraga, Amber Donnelly, Lisa Frazier, Mary Doucette,
Steve Theriault, DeMarynee Saili, Joe Micke, Cathy Fulkerson

ABSENT: Bret Murphy, John Rice

1. Approval of Minutes – The minutes of the President's Council meeting on October 13, 2015, were approved.
2. SGA Update – DeMarynee Saili reported the SGA was in Lamoille this past week to sell baked goods for the SNO club. Tomorrow is the Zombie Apocalypse in the library. Mike Bail's Zumba class will be performing "Thriller" at 7 p.m. The library page has posted a video on the Zombie Apocalypse. SGA will be participating in the Trick or Treat Street at the end of this week. They have purchased 5,000 pieces of candy that they will give away to the children. November 2 – 24 is the annual Thanksgiving Food Drive for students in need. The Nevada Student Alliance is requesting information on the student satisfaction with advising. They want an idea of the advising climate at each institution. SGA is putting together a survey and will take results back to the NSA for discussion. The Library Committee approached SGA about putting a game room in the library and having a little movie theater in there. They are tracking the number of students who go in there. SGA will be a partner in anything that they decide to do. Lisa Frazier said that Cranium Café will have the ability to survey students on the accessibility of advisors and if they are happy with their advising experience. The survey will go out this spring and may help with gathering the information on accessibility and satisfaction. Lisa will share information with DeMarynee. SGA continues to get ready for November.
3. Faculty Senate Update – Mary Doucette reported that the faculty evaluation percentages was voted back to committee and will go back to Faculty Senate in February.
4. Classified Council Update – Joe Micke reported there are ten entries for the Classified Council annual Chili Cook-Off. The Classified Council Christmas party will be on December 9, 2015.
5. Institutional Research Update – No report.
6. Accreditation Update – Mike McFarlane reported Linda Uhlenkott and Cathy Fulkerson were here last week. They are making strides with program assessment. The assessments are getting entered into TracDat. The institutional assessment plan has been sent to the assessment committee for review so that it can come to President's Council for approval. It is not a policy, so it will go to Faculty Senate in November.

7. Vice President Reports

- Business Affairs – Sonja Sibert presented 4.4 Accounting Regulations & Procedures, Section 4.6 for approval. She reported GBC received the monitoring report from the Department of Labor on the TAACCCT grant. There were no surprises. As a result of the last visit we will be making a change to the retention of records for grants. Also a statement is added that NSHE conducts our audits and there is an external auditor that looks at the financial statements. President's Council approved.
- Student Services – Lynn Mahlberg reported the Elko County School District Career Fair is scheduled for November 3. The community wide career fair in partnership with the Elko Chamber of Commerce is scheduled for November 6. The Great Basin Indigenous Student Association will be hosting a cultural event on November 9.
- Academic Affairs – Mike McFarlane reported the annual evaluation plan for academic faculty is taking a great deal of his time. He is evaluating data with the IDEA scores. If faculty have questions on how it affects them individually Mike is always available to answer any questions directly to keep the rumors down. They are trying to simplify things and make it easier to complete.

8. Dean/Director/Assoc. VP Reports

- Continuing Ed – Angie DeBraga reported a busy semester with contract training this especially for Nevada Department of Transportation.
- Health Science & Human Services – Amber Donnelly reported the Radiology program was awarded a five year accreditation status. The CNA students and the EMT students are doing rotations at the hospital.
- Business & Technology – No report
- Distance Education – Lisa Frazier reported this morning she participated as a panel member (virtually) for a conference in Denver. She reported it was a rich conversation with many questions on our large service area. There has been a problem with "Turn It In" this past two weeks. It will be up and running again this Saturday. There will be some webinars on November 2 on competency based education. President Curtis said we need to keep an eye on that. GBC does some competency based credit now.
- GBC Foundation - Greg Brorby did a presentation to Rotary last week on donor characteristics and President Curtis provided an update on the college. Greg will use some of the elements of his presentation as part of the Foundation's annual report to the Board of Regents in December. The GBCF annual audit was approved by the finance committee and is posted on the webpage. The previous two years were restated because of how a pledge was reported. The Foundation is working on creating the elements of an alumni association and identifying benefits. Please let Greg know if you have any ideas such as access to the Fitness center or something like that. The last President's Council meeting a request was made to help identify your priority and needs so that the Foundation can help with those needs. President Curtis said last year at the donor appreciation event in April we had met with a small group and brainstormed. Just from that donor event we received \$36,000 of cash to accommodate some of the things on the needs list. We need an updated list.

9. President's Report – Mark Curtis reported he is finishing the state college paper. Crystal Abba is assisting with edits and is a heavy advocate.

10. Miscellaneous

Steve Theriault reported this Thursday is the “Black and White Movie Night.” They will be showing a comedy and a main feature.

past due. After the 120 past due date, a letter of notification will be sent to the students' mailing address requiring that balances be paid in full within 30 days to avoid being sent to collections. All payments made from this point must be paid directly to the collection agency.

In addition to affecting a students' credit, a service indicator will also be placed on your account and access will be denied to transcripts, diplomas, viewing grades, registering for future classes, receiving refunds and qualifying for financial aid across all NSHE institutions until the balance is paid in full.

4.6 Audits. Due to the size of Great Basin College, the institution does not have its own internal audit department. The NSHE level internal audit department conducts internal audits on various department, procedures, etc. at GBC.

External auditors audit the consolidated financial statements of the Nevada System of Higher Education, its eight institutions and other component units that have a significant relationship with the institutions. They also schedule audit the schedule of expenditures of federal awards for the year as required by the U.S. Office of Management and Budget Circular A-133, Audits of States, Local Governments and Non-Profit Organizations

All internal and external audit recommendations, findings, etc. will be addressed and resolved in accordance to those entities and/or state/federal guidelines.

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Date adopted: October 28, 1997

Date last revised by President's Council: January 22, 2008, April 23, 2013, October 27, 2015

Contact the assistant to the president for any questions, corrections, or additions.