

Leadership Council Meeting
September 24, 2020
1:30 pm
MEETING MINUTES

PRESENT:

William Brown
Angie DeBraga
Amber Donnelly
Mardell Dorsa
Mary Doucette
Joyce Helens
George Kleeb
Matt McCarty

Joe Micke
Bret Murphy
Jake Rivera
Kevin Seipp
Jennifer Sprout
Karl Stevens
Sarah Wilkey
Brian Zeiszler

ABSENT:

Sonja Sibert

- 1) President's Update **(Information)** – President Helens reported a 2nd positive student case of COVID that was contracted off campus. Nevada Gold Mines is having a flurry of positive cases. Contact tracing is still critical. Medallus Urgent Care is currently doing free testing.

- 2) Faculty Senate Update **(Information)**

Brian Zeiszler provided a recap of the Faculty Senate meeting on September 18th. He relayed his conversation with President Helens about the possibility of having the GBC Bylaws review as part of the Strategic Planning Committee that will convene this year. The Faculty Senate Bylaws committee recommended we review and update the GBC Bylaws and they would be willing to participate and assist in that process. President Helens stated that after the GBC accreditation visit, we will be reviewing and updating the GBC Strategic Plan and that a GBC Bylaws review is appropriate as well. She stated we will likely have another Curricular Review as well. The GBC Bylaws affect all groups and all bylaws are representative of the whole college. Instead of waiting for the Strategic Planning committee to convene a smaller group could meet to address the bylaw changes. It was recommended that Faculty Senate look at/review a section of the policy and procedures each meeting. If they need to connect with other groups affected, then reach out to the Communications department to help facilitate that. Sarah Wilkey indicated that Classified Council could mimic that by going over a section at each of their meetings.

Brian Zeiszler indicated he has identified ten people for the Strategic Planning committee.

The Compensation and Benefits committee continues their work on online multipliers, enrollment cap policy, and subbing policy. George Kleeb stated the committee was working on these issues last year as well.

The General Education committee is working on changes to INT courses and making these upper division gen ed offerings transferrable. Dr. Walsh has made some good headway on this. They already have some outcomes drafted. Those recommendations will be sent to the departments to

look at. Jake Rivera supports the work that the committee is doing, but the committee must work with him and the deans so that they are not creating more work than is necessary. There is a process for new degree/programs and catalog changes. Any changes to the content of a gen ed class would need to be approved by deans and him and needs to be reviewed by Academic Standards and Curriculum and Articulation. When working with changes and updates to courses everyone needs to know difference between reviewed and approved. Amber Donnelly said it would be a benefit if the process could be streamlined. Jake will work with the deans to come up with a more workable process.

- 3) SGA Update – no update.
- 4) Classified Council Update **(Information)** – Sarah Wilkey reminded everyone to submit recipes for the Classified Council Chili Cookbook.
- 5) Student and Academic Affairs Update **(Information/Action)** – Jake Rivera reported that enrollment is staying steady. The focus will continue to be retaining those students. Bill Brown sends out articles about declining enrollments at community college across the United States, but GBC is not the norm. We must continue to remind students why they are here and be available to them.

Planning for spring semester is in full gear. Conditions will likely be the same in spring as it now as we will continue to deliver classes online and in a hybrid fashion. We continue to look for other funding through grant opportunities. We are working on Science Grant with UNR for \$3 million.

The upcoming virtual accreditation visit is next week, and we must ensure the forums are populated with people.

- Jake presented a catalog change. During an audit of the catalog it was discovered that we did not have a policy for **Protecting our Veteran/Dependent Students from Late Fees and Penalties Due to Veteran Affairs Payment Delay**. It was a practice that we followed but we needed to get it into policy so we can be complying with law. The policy states we will not impose penalties for veterans who are waiting to receive their VA payments. Leadership Council was in consensus that the policy should be approved and put into the catalog.

- 6) Business Affairs Update **(Information)** – no report.
- 7) Foundation Update **(Information)** – no report.
- 8) Communications Update **(Information)** – Jennifer Sprout sent an invitation to faculty to attend the faculty forum for the accreditation visit. This forum will not include deans or higher.
- 9) Other Business **(Information)** – None.

**Policy Protecting our Veteran/Dependent Students from
Late Fees and Penalties Due to Veteran Affairs Payment Delay**

Great Basin College (GBC) will not penalize or prohibit a GI Bill® student from attending or participating in courses while awaiting Veterans Affairs (VA) payment (for up to 90 days) which include the following under THE VETERANS BENEFITS AND TRANSITION ACT OF 2018 Title I Sec. 103 Para. (e)(1)(B):

- Assessment of late fees
- Denial of access to classes, libraries, or other institutional facilities.
- Require the student to use borrow additional funds due to the inability to meet financial obligations to the institution as a result of delayed payments for educational assistance from VA.

NOTE: GBC requires Veteran/Dependent Students to submit a Certificate of Eligibility (COE) and additional appropriate documentation to the Veterans Resource Center (VRC) in order to qualify for the protections listed above. If a student does not comply, the Veteran/Dependent Student is not protected, and GBC will be allowed to charge a late fee. The late fees and penalties, which is due to the student's failure, will be owed by the student. Even if the student ultimately submits a COE and VA pays tuition and fees after the fact, the late fee will not be reimbursed to the student.

NOTE: The law prohibits the school from requiring a student to use his or her federal financial aid, or other sources of payment, for tuition and fees while it awaits VA payments within the 90-day period. However, schools are not prohibited from allowing a student to utilize his or her federal financial aid, or any sort of aid or loan for tuition/fees during the interim period if the student wishes to do so. What a school may not do is insist that the student utilize their aid, take out loans, or do anything else so that the tuition and fees are paid in advance of the VA benefit payment.

A school may require a student to pay any charges for which there is no expectation VA will pay based on statute or VA regulations. Some examples are:

- Fees for room or board,
- Optional fees, i.e. parking
- The unmet portion of tuition payments as a result of a student qualifying for less than 100% of the maximum amounts payable.

NOTE: Great Basin College may use standard collection policies for these amounts, including the assessment of late fees. Also, if the amount that VA eventually pays is less than what the school anticipated receiving, the school is free to levy a fee or require the student to pay for the unmet charges. For additional questions, please contact the Veterans Resource Center at 775-753-2310.