

GREAT BASIN COLLEGE
Institutional Advisory Council
1500 College Parkway
Elko, Nevada 89801
Thursday, May 8, 2025 7:00 am (PST)

MEETING MINUTES (Approved on 9/25/2025)

Call to Order and Roll Call

Meeting was called to order by Chair John Tierney.

Roll Call

GBC IAC Members Present: Terri, Clark, Billie Crapo, Barbara Kidwell-Gallagher, Michelle Hammond, Dave Roden, Stacy Smith, Tim Sutton, John Tierney, Adam Young, Russ Klein

GBC IAC Members Absent: Caroline McIntosh

GBC and NSHE Staff Present: Kiah Beverly, Natalie Brown, Amber Donnelly, Mardell Dorsa, Sarah Negrete, John Evans, Karl Stevens, David Stoddard, Staci Warnert, Leslie Maple, Becky Coleman, Christopher Salute, and Sheymane Pitts

Public Comment: There was no public comment.

Approval of the Minutes

Motion to approve the minutes from the February 20, 2025 meeting was made by Dave Roden, seconded by Barbara Gallagher. Motion passed unanimously.

Appointment of New Chair and Vice Chair

John Tierney has agreed to stay on as a valued member of the committee.

Terri Clark has agreed to serve as Chair. President Donnelly asked if there was anyone else who would like to be chair. With no other nominations there was a motion made.

Motion to approve Terri Clark to be Chair of the GBC Institutional Advisory Council for 2025 – 2026 was made by Dave Roden, seconded by Barbara Gallagher. Motion passed unanimously.

Nominations for Vice Chair were opened.

John Tierney agreed to stay on as vice chair. With no other nominations a motion was made.

Motion to approve John Tierney to be Vice Chair of the GBC Institutional Advisory Council for 2025 – 2026 was made by Terri Clark, seconded by Barbara Gallagher. Motion passed unanimously.

Proposed Meeting Dates for 2025-2026

Review and Approval Proposed Meeting Dates for 2025-2026

The proposed meeting schedule for 2025-2026 is:

- September 18, 2025, at 7:00 am
- November 20, 2025, at 7:00 am
- February 26, 2026, at 7:00 am
- April 30, 2026, at 7:00 am

Motion to approve the proposed meeting dates was made by Barbara Gallagher, seconded by Terri Clark. Motion passed unanimously.

President's Update

President Donnelly started her report by expressing her appreciation for everyone's time and the partnerships that GBC is building, with superintendents Russ Klein and Adam Young in attendance. President Donnelly introduced John Evans as the new Vice President of Finance and Operations. This year has been financially positive for the institution, thanks to incoming investment funds and savings from unfilled positions funded by soft money. Several staff members have been grant-funded for the past few years, and the institution has been preparing to transition those roles to permanent funding. To help plan for these changes and future needs, a Strategic Resource Committee was formed. Notable investments included replacing nearly the entire vehicle fleet, which previously consisted of high-mileage vehicles. New vehicles were purchased for multiple campuses. Additionally, funds were used for campus improvements in Elko, such as restoring the rock bed in the creek area—though a pump failure delayed full functionality—and addressing ADA compliance issues on deteriorating sidewalks, especially near the library.

These upgrades aim to make the campus safer and more inviting, particularly for community members. Recognizing the need for long-term planning, the institution is now developing a strategic maintenance plan across all campuses. This will guide how to best use future savings or investment dollars, ensuring funds are spent intentionally rather than reactively. This year marked the first implementation of that approach, and it has shown early success.

Last year, the institution set a flat budget based on an enrollment of 4,000 students, though actual enrollment in Fall 2023 was only 2,900. In response, significant funds were directed toward marketing. Thanks to Leslie and her team's efforts, enrollment increased to 3,500 in the fall, generating an additional \$550,000 in registration fees.

While spring enrollment didn't see major growth in headcount, there was an increase in credit hours taken (FTE), which brought in more revenue. Summer enrollment also contributed significantly, typically generating \$250,000 to \$270,000—funds the institution can retain.

With no CFO in place, the institution partnered with TMC's finance team, who restructured and organized the budget. Various smaller funds were consolidated into a new investment account, expected to grow to \$3–\$3.3 million by year-end. This account will support long-term planning for capital projects and strategic needs.

This investment account represents a strategic resource that can be used for future planning, such as building projects or repairs. Moving forward, the goal is to regularly contribute to this account by reallocating funds from self-supporting accounts to state funds, as well as including predictable summer revenue.

The institution is ending the year on a strong financial note, with approximately \$3.1 million in its rainy day fund. While only 10% of the budget (around \$2.2 million) is required to be held in reserve, leadership

has set a long-term goal of growing that fund to \$5 million, recognizing the unpredictability of future events like economic shifts or public health crises.

This year, a new funding formula proposed during the legislative session would have significantly benefited Great Basin College, potentially adding \$2.5 million in recurring funding by redistributing funds from universities to community colleges. Although the proposal didn't pass, the college did receive unanimous approval for a small institution factor, which will add about \$150,000 over the next biennium. Despite the financial progress, the institution recognizes that sustainable growth depends on increasing enrollment. Efforts are being made to return to a 4,000-student level, with investments in marketing, recruiting, advising, and expanding staff in financial aid and student retention.

Several capital improvements are also underway. Berg Hall received \$1.8 million for major HVAC and compliance upgrades. Additional institutional funds were allocated to renovate outdated restrooms and update furniture. The college also received \$900,000 from the Good Jobs for Northern Nevada initiative, used to transform the library into a modern, multi-use space now called the Learning Commons, combining academic support services under new leadership.

Across campuses, updates include new furniture, fresh paint, and redesigned student areas. In Winnemucca, major Interior upgrades were completed, while Ely's campus is undergoing a \$50,000–\$60,000 landscaping project to improve visibility and campus entry. While many smaller projects are also in progress, the focus remains on strategic planning and reinvestment, positioning the college for continued stability and growth.

The institution will be hosting the Board of Regents meeting in September, which is a major event requiring extensive planning and coordination. The gathering involves reserving around 60 hotel rooms to accommodate attendees, including all institutional presidents and their administrative teams. Given the scale of the event, preparations will begin immediately after graduation. Staff members interested in joining the planning committee are encouraged to get involved. The Regents and their teams are expected to be on campus from Tuesday through Friday—and possibly into Saturday, depending on flight availability. Fortunately, the increased flight schedule, now offering two flights daily, will help manage transportation more smoothly.

In recognition of Nurses Week- well wishes to all fellow nurses.

Superintendent's Report

Russ Klein expressed appreciation for the opportunity to follow the meeting, especially acknowledging President Donnelly's leadership. The school districts value the positive changes taking place at the college, the report presented more details and information—covering areas like facilities, finances, academics, and enrollment—than anything in many years.

A local teacher was thrilled to be accepted into GBC's teacher education program, emphasizing that the district is excited to see this program grow, especially since they've previously had to look elsewhere for such opportunities.

As the school year wraps up and Teacher Appreciation Week is underway, a shout-out to all educators. More than anything, wanted to express sincere gratitude and enthusiasm for the leadership team and the direction the institution is heading.

The association of superintendents within Nevada rotate their meetings throughout the State and in August it will be over here. All the superintendents in the state will be in this area as well.

Adam Young thanked President Donnelly for the report and reiterated the feedback from Russ Klein. As the school year concludes and graduation approaches in a couple of weeks, highlighted the ongoing partnership with GBC. Seven high school students will graduate with an associate's degree this year, and over 90% of graduates will have earned college credit. This collaboration, along with others, has been instrumental in personalizing the learning experience for students. Additionally, the diesel technology program partnership will see some graduates completing their certification at graduation.

GBC's support of the concurrent enrollment model is appreciated. Several full-time White Pine School District staff members are acknowledged by GBC as concurrent instructors in subjects such as English, psychology, humanities, and education. expressed appreciation for the continued progress and collaboration and looked forward to more positive developments in the future.

Student and Academic Affairs – Update

Sarah Negrete provided an update on the accreditation process, mentioning that a site visit for the mid-cycle review had been postponed due to one of the accrediting team members being hospitalized. Initially, the visit was expected at the end of April, but the new date has been set for October. While the exact date has yet to be confirmed, the accrediting body offered a few options, and the school is awaiting confirmation. Although the site visit was canceled just days before it was supposed to take place, the team is prepared, having already been only 4–5 days out from the visit. There will be some revisions to include updated data, as the school will have completed the academic year by then. The purpose of the visit remains unchanged. Additionally, next year will include two accreditation visits: one for the Year 6 review, which will focus on finance, and a Year 7 visit for full accreditation. The Year 6 visit is especially important, and the speaker expressed gratitude for John's involvement, as his expertise will be essential in preparing for that review. The team is also revising policies in preparation for the upcoming visits. While the exact dates for the Year 6 and Year 7 visits are not yet set, the Year 6 visit is expected in Spring 2026, and the full accreditation visit will follow.

Sarah Negrete highlighted that the school is expecting a large number of students to graduate this spring, with over 23 high school students earning an associate degree. One of the most exciting aspects for the students is graduating from college before they graduate from high school. The school has four graduation ceremonies coming up as well as Nurse's pinnings and various graduation events.

This weekend, the school has several events, and next Wednesday will be the student awards ceremony for GBC, where they will honor students for their academic achievements. On Thursday, there will be a nurses' pinning in Winnemucca, followed by another pinning in Elko on Friday. Saturday will feature two

graduations: one in Elko in the morning and another in Winnemucca later that day. This means two full weekends of graduation celebrations, making it an exciting time of year for everyone involved.

On May 20th there will be 23 students receiving a degree at a graduation ceremony in Lovelock.

GBC is currently in the process of searching for a Vice President of Student Affairs and has received a large number of candidates. The pool has been narrowed down to 14, with the goal of reducing it further to 5 to 8 candidates by next Monday. The committee plans to invite these candidates for virtual interviews, and from there, select individuals to come to campus for in-person interviews. If the timeline proceeds as planned, the hope is to have a candidate selected by the first of next month.

Currently the summer enrollment numbers are positive. As of yesterday, 731 students have enrolled in summer classes, compared to 661 at the same time last year, putting the school slightly ahead in headcount. Students are encouraged to explore the over 100 course offerings available this summer to help them continue progressing in their academic plans. The goal is to reach around 1,200 students by the time summer session begins on June 16th.

Additionally, some challenges have been shared with the Advisory Council members. While GBC hasn't been heavily impacted by federal funding cuts, some reductions have occurred. Specifically, the indirect funding has been reduced to 15%, down from nearly 40% previously. This will have some effect on the budget. Library funding has also been under scrutiny, affecting the systems used for digital resources. As a result, some library offerings are not as up-to-date as in the past due to embargoes and funding issues. However, the school is actively working on solutions, with Carrie Meisner, the Director of the Learning Commons, leading efforts alongside other groups in Nevada. Ways to reduce costs through collective efforts and are working to resolve digital library access issues, ensuring students won't face barriers when the fall semester begins are being explored. Despite these challenges, we are hopeful for a solution in the near future.

One of the challenges is the proposed zeroing out of adult basic education funding in the budget put forward by the Trump administration. As it stands, this would result in the elimination of adult basic education and ESL programs. There currently is a staff member leading these programs, but if the funding is not restored, both the program and the position will be discontinued, as there would be no financial support for them. This is a long-standing program that has been in place for over 25 years, with Michelle Walsh, the former director, having led it for many years before her recent retirement. The new director is facing a lot of uncertainty, and the school is working closely with her in hopes that the funding cut will be reversed. However, this would need to happen quickly, as the fiscal year ends on June 30th, and time is running out to make any changes. This is one of the ongoing issues the school is actively navigating.

GBC Foundation and Communications Update

Leslie Maple reported during a stakeholder meeting in Pahrump, Doctor Salute, Tim Sutton and Stacey Smith helped connect with potential donors and some potential sources of funding. Doctor Salute and

Leslie Maple will be following up on a couple of those visits. We have a couple of programs we're looking at potentially expanding the CTE electrical program down there.

The foundation is also continuing its *Beats and Bites* summer Food Truck Series, which was successful last year in re-engaging the community. This year, the event will focus on generating revenue by charging food trucks to participate. The first event is scheduled for May 22nd, and a platinum sponsor, Convergence Health (formerly Elko Community Health Center), has already committed to supporting the series. The series will run on the fourth Thursday of each month from May to September, and the foundation is hopeful that local residents will attend.

The foundation is actively marketing its annual golf classic, which had impressive results last year, raising over \$20,000, up from \$8,000 the previous year. They are currently securing sponsorships, with a couple of \$1,000 contributions already in place, and registration is now open for participants.

Additionally, the foundation supported Dave's Department CTE with the Stan Popek Memorial BBQ, which raised over \$10,000 for the scholarship fund. Looking ahead, the foundation is exploring a holiday-themed fundraiser in Pahrump for the first weekend of December, and further details will be available after a follow-up visit with Christopher.

The foundation has been working on updating its donor management system, with Phase 1 testing completed. The new system will launch on June 1st, providing improved reporting capabilities and better ways to engage with donors. The new system and its ability to streamline communication and track donor interactions is exciting.

The foundation also thanked the Church of Jesus Christ of Latter-Day Saints for their involvement in the *Machines Initiative*, which contributed over \$8,700 to support cap and gown rentals for students in need. This funding allowed the creation of a free cap and gown rental closet, which has already assisted more than 20 students this graduation season.

Furthermore, the foundation received more than \$10,000 in support for the student emergency fund, which helps students facing unexpected financial barriers. The team is working on the application process and plans to roll it out for the fall semester, ensuring students stay on track for graduation. In communications, the foundation is seeing positive engagement with its digital advertising campaigns for summer and fall enrollments. They also assisted Dr. Wernert's nursing department with a grant-funded campaign that has already reached over 75,000 impressions, driving traffic to the application page and resulting in new appointments.

The foundation recently held a *Choose GDC* event, aimed at same-day registration and enrollment. The event was successful, with about 25–30 students attending at each site. Ely had especially strong results, with several students filling out applications. The foundation plans to hold another event in August before enrollment deadlines.

A new website is in development to support enrollment efforts and improve user experience. The current website is outdated and has limited functionality. The launch is targeted for July, but following the recent loss of the marketing director, there may be some delays. However, the goal remains to implement the new site by the end of the year, with hopes of launching it by fall.

Additionally, the media services team has been updating the foundation's photography across all campuses, creating high-quality marketing materials to showcase programs, students, and achievements.

Overall, the foundation is making significant progress across multiple areas.

GBC Institutional Advisory Council Member Report and Questions

John Tierney extended his heartfelt thanks to everyone for their continued support. He reflected on how the initiative began online during the early days of the COVID pandemic and noted that it has become one of the longer-running efforts—an experience he’s found deeply rewarding.

He acknowledged Carl’s contributions in helping launch and gain recognition for the Nevada State Teachers of Europe. He also updated Leslie, sharing that the team has completed the 501(c)(3) application and is actively pushing forward, though the future remains uncertain.

There is an upcoming early educator conference planned for the fall. However, due to recent cuts in professional development funding, the event’s viability is in question. Despite the challenges, they remain committed to trying to make it happen.

As a NASA ambassador, he recently testified in both legislative sessions to advocate for education funding. He’s involved in efforts around the “Past the Plan” initiative and the Commission for Education Funding, and expressed how much he’s enjoying the process—especially the opportunity to write again, including a few recent letters.

John thanked Mardell for her guidance and support. He acknowledged her role in helping him navigate challenges. As Mardell prepares to depart, John shared that she will be deeply missed.

Terri Clark expressed how much John’s leadership, encouragement and positive attitude are appreciated. Your dedication has transformed this effort into a meaningful and lasting legacy. Thank you for your service.

Terri Clark shared several exciting updates from the hospital. The long-anticipated behavioral health unit is nearing completion, with only minor delays remaining. Final approval is expected within the next week, after which the unit will begin accepting patients. Following that, the hospital will launch its intensive outpatient unit in Suite 201—an outpatient service designed to support a seamless continuum of care from inpatient treatment to community-based support.

On the clinic side, the soft opening of a new heart failure clinic on the 20th. This specialized clinic will offer focused, intensive care with external monitoring, enhancing the hospital’s ability to manage heart failure patients more effectively and reduce readmissions.

The hospital’s accreditation process is beginning with a highly respected body—Veritas Norte—used by institutions like the University of Utah. This accreditation will serve as a strategic roadmap for improving care and outcomes.

The community’s ongoing support is greatly appreciated and acknowledged Mardell’s upcoming departure with heartfelt thanks, saying she will be greatly missed and wishing her well in her future endeavors.

Barbara Gallagher-Kidwell expressed appreciation on behalf of the legal community and shared her role as a board member of the Nevada Justice Association. She explained that during legislative sessions, the organization is actively involved in guiding bills through the process. This session, their primary focus is on restoring protections for Nevada workers whose rights were recently diminished by

court decisions, including those from the Supreme Court. In response, they have developed legislation aimed at reinstating those rights for workers across the state.

Michelle Hammond shared several exciting updates and expressed appreciation for ongoing efforts across the region. She highlighted the Norcat–Great Basin College partnership during a recent visit from a Swedish delegation, who toured mine sites in Elko and met with companies in Humboldt and Pershing Counties. She emphasized the value of showcasing collaborative curriculum development for Lithium Americas and thanked everyone involved for their hard work, noting the promising outcomes ahead. She also spoke about growing enthusiasm for program expansion in Winnemucca, where Becky Coleman and her team have been actively working to secure space and drive development from the Winnemucca Center. Dave commended their dedication and impact on the community. In education, Lowry High School robotics team was a finalist at the state competition and will be heading to Dallas for the World Championship. This achievement stems from the school’s advanced manufacturing program, and he noted ongoing discussions about strengthening ties between Lowry and Great Basin College to explore crossover opportunities in that space. The Community Development Committees for both Nevada Gold Mines and SSR Mining have upcoming meetings scheduled in May. The SelectUSA business investment conference in Washington, D.C., alongside the Governor’s Office of Economic Development, attendance to promote workforce training initiatives through Great Basin College. Looking ahead to June, Amber will be a vital addition to the Nevada Works Board in order to emphasize the importance of programming and regional development. In closing, recognizing Becky Coleman once again for her tireless efforts and positive presence, thanking her for the meaningful contributions she continues to make.

Stacy Warnert commented everything focused on graduation over the next two weeks, which has been their main priority. They are especially excited about the upcoming ceremony in Winnemucca, where seven dual graduates will be recognized. Six of those students are part of the first-ever cohort launched with Lowry, making this a particularly meaningful milestone. Additionally, Lisa in Battle Mountain will be graduating with her Associate of Arts degree. Once graduation concludes, the team will shift its attention to preparing for Back on Track support efforts and introducing a few new programs. They are eager for what lies ahead and are grateful for everyone’s continued support.

Stacy Smith announced that a job fair will take place at the Night Activity Center on the 16th at 9:00 am, which aligns perfectly with the timing of graduation and the completion of training programs. Efforts will be made to ensure that graduates from Pahrump, as well as those relocating there, are aware of the event.

It was also noted that recent funding cuts have begun to affect the community. DOGE notified the State of Nevada that many AmeriCorps programs across the state were eliminated, including one in partnership with Healthy Communities of Lyon County. That program supported four AmeriCorps members who provided literacy, financial management, and personal management training. Their work included helping seniors avoid scams and safeguard their finances, as well as guiding youth and young

adults in managing money, creating budgets, and opening bank accounts. Unfortunately, the program was cut off midstream, even though it was originally scheduled to run through late August. With only two days' notice, services were forced to end immediately, leaving a significant gap for the community. The loss has broader implications as well. For years, the AmeriCorps program had been used as a career pathway: high school students completing CTE or other training could transition into AmeriCorps, receive a scholarship, gain training in community health work, and in some cases, be encouraged to pursue social work through the 3+1 program at GBC. The sudden cuts represent not only the loss of current community services but also a disruption to this proven long-term pipeline for workforce development.

Additionally, interest was expressed in learning more about the 2+2 engineering program. Questions were raised about whether it will be offered across all GBC sites and whether it applies to all areas of engineering. The program is of particular interest given the success of the 3+1 model, which has helped keep students local before transitioning them into advanced studies.

This program was just launched. It is a 2 + 2 where students can receive the first two years at GBC and then it's aligned with the UNR program to finish at UNR for the second two years.

Superintendent's Report

Tim Sutton reported having a productive visit with Leslie and Christopher, during which they discussed current developments in Pahrump and expressed strong enthusiasm regarding the future potential of the campus. The Elko campus is a model to see replicated in Pahrump.

In addition, participated in Law Day at Creech Air Force Base, an event organized through the Clark County Bar Association's volunteer efforts. This provided an opportunity to meet with veterans and active-duty personnel to offer legal advice and support.

Assistant Vice Chancellor for Workforce Development and Community Colleges

Natalie Brown (assistant vice chancellor for workforce development and community colleges) announced that the new Chancellor, Matt McNair, will begin with the system on June 1, 2025.

The TMC presidential search is expected to conclude within hours, with a new president set to begin at CSN on July 1. Additionally, Chris Hevey has assumed the role of Interim President at UNLV. These leadership transitions were described as exciting opportunities for the system, with gratitude expressed for the strong service and leadership provided during this period of transition, particularly by President Donnelly and the Institutional Committee at GBC.

An update was also provided on the program demand gap analysis. The first portion of the report was presented to the Workforce Committee several weeks ago, with the full report forthcoming. The first section, which focuses on high-demand sectors and regional workforce needs, has been shared via a link for distribution with the meeting minutes.

Other ongoing areas of focus include credit for prior learning, use of AI, and dual credit/concurrent enrollment initiatives, many of which are already progressing at GBC. The Tech Hub project continues to advance with two newly appointed deputy directors. Notably, GBC's plans were highlighted as being particularly well thought out and strongly connected to industry, with specific recognition given to

President Donnelly, Nicole Maher, the Winnemucca campus, and all those contributing to the project.

This was cited as an exemplary model of effective workforce development.

Appreciation was also expressed to the Institutional Committee and its leadership, with specific thanks to John Tierney for his service in recent years and recognition of Terri and John as they step into leadership roles for the coming year.

New Business

President Donnelly reported that a new strategic plan for Great Basin College will be presented at the June Board of Regents meeting. The timing aligns with the system's rollout of its own new strategic plan and the conclusion of GBC's previous plan in 2025. Rather than simply updating the prior plan, the decision was made to create a new version that is aligned with the system office's long-term direction. Additionally, it was noted that GBC has submitted a request to the Business, Finance & Facilities Committee of the Board of Regents to enter into a lease agreement with a group in Winnemucca. The space, funded through Tech Hub resources over the next four years, will support expansion of existing CTE programs currently based in Elko. A full report will be available in September following committee review.

Finally, recognition was given to Mardell on the occasion of her last meeting. She postponed her planned retirement last year in order to provide continuity and support through this leadership transition, and her contributions over the years were acknowledged with gratitude. She will officially retire on June 6. Eleanor will be stepping into the role of Executive Assistant, bringing several years of experience with the college to the position. The transition has been underway over the past month and has gone smoothly. Eleanor's previous position has been backfilled, with Sarah now supported by a new administrative assistant, Jennifer Puentes. The team noted that operations are functioning very well with the additional administrative support. Appreciation was expressed to Mardell for her service over the past year and anticipation was shared for working with Eleanor in her new role.

Public Comment

Michelle Hammond added she will be traveling up to Montreal at the end of the month with a group of Tech Hub consortium members to visit the VTE Tech Hub and participate in workshop meetings regarding the development of that partnership. A report will be provided following the visit. The team expressed enthusiasm for this opportunity, noting that, as mentioned by Natalie, significant efforts have been made to expand PBC involvement and resources through the Tech Hub, making this another exciting collaboration.

Meeting adjourned at 8:15 am.