**Great Basin College**

**Compensation & Benefits Committee**

**September 12, 2019 3:30- 4:30 pm**

**IAV: Elko HTC 110; Pahrump PVC 115; Blue Jeans**

1. **Call to Order**: M. Husbands called C&B meeting to order at 3:30 pm

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| **Members** | **Present** | **Absent** |
| **M. Husbands (chair)** | **X** |  |
| **D. Jones** |  | **X** |
| **J. Stugelmayer** |  | **X** |
| **K. Coates** | **X** |  |
| **L. Pike (Blue Jeans)** | **X** |  |
| **B. Grudzinski** | **X** |  |
| **M. Wilkins** | **X** |  |
| **T. Mette** | **X** |  |
| **M. Nichols** |  | **X** |
| **E. O’Donnell** | **X** |  |
| **S. Sibert (ex-officio)** |  | **X** |

1. **Approval of Minutes –** initial meeting, no previous minutes to review or approve
2. **Announcements**
   1. Special Guest: G. Kleeb, Faculty Senate Chair: met with present C& B committee members to discuss the need for the committee to review, clarify and potentially revise Policy 5.21 Faculty workload/overload and Part-time workload. He recommended developing a policy for a review process for the C & B committee to review Policy 5.21 (i.e. every two (2) years Policy 5.21 will be reviewed by the C&B committee). G. Kleeb provided an example of statistical data of pay analysis for Spring & Fall 2017 – 2018 comparing lower & upper division courses
3. **Old Business –** no reports
4. **New Business**
   1. **Introductions**: introduced all C & B present
   2. **Volunteer to record minutes –** no volunteers, not all C & B committee members present will ask again at next meeting
   3. **Professional Development Funds (PDF) for 2019-2020**
      1. **$3600.00 for academic year – plans for disbursements/awards -** Chair (M. Husbands) reported that two completed PDF applications were received and received two emails inquiring about the PDF process. Deadline for PDF applications is October 31, 2019. C&B members agreed to table/wait until closer the deadline to see the number of applications received and vote on how the funds would be allocated, awarded and/or disbursed in October meeting
   4. **Faculty Workload/Overload Policy 5.21**
      1. **Time Frame**: by February 2020, the C&B committee will have a preliminary draft of revised policy with proposed recommendations. By March 2020, preliminary draft of policy will be presented to Jake Rivera, VPAA/VPSA and the Deans for review. By April 2020, proposed policy will be presented to Faculty Senate, followed by President’s Council
      2. **Subcommittees:** Chair (M. Husbands) informed C&B committee members to review Policy 5.21 before October meeting. During next meeting, members will be divided into subcommittees and will be assigned sections of the policy to specifically review/revise.
      3. **Online Course Multiplier page 6, section of policy 5.21 -** E. O’Donnell reports the need to review the online course multiplier and add clarification.
   5. **Substitute Teacher Policy:** GBC does not have a written Substitute Teacher Policy. Currently, a substitute teacher is paid $140.00/day or a percentage (25%, 50%, 75% or 100%) of the workload policy and a lot of paper work for payment is involved. The C & B committee has been asked to develop a policy. The initial plan is to research and contact TMCC or Western Governor to inquire if they have a substitute teacher policy in plan. George Kleeb, Chair of Faculty Senate, has offered to contact TMCC and Western Governor and inquire/request about a copy of the policy to forward to the C&B committee.
5. **Next Meeting:** October 2019 TBA. M. Husbands will send a Doddle poll.
6. **Adjournment:** C & B committee meeting adjourned at 4:31 pm
7. **Recorder of Minutes:** M. Husbands