

# Department Chairs Report

The Department Chairs Committee met on Friday, April 7, from 8:30 – 9:30 a.m.

Locations: Battle Mountain #1, Elko HSCI #107, Ely #114, Pahrump #122, Winnemucca #124

**Members Present:** Pete Bagley, Rita Bagwe, Susanne Bentley, Tom Bruns, Lisa Campbell, Jill Chambliss, Angie de Braga, Heidi Johnston, Veronica Nelson, Lynne Owens, Kathy Schwandt, Glen Tenney, Lisa Frazier, Robert Hannu, Ping Wang

**Guests:** Eric Walsh, Thomas Reagan, Lynn Mahlberg, Stephen Theriault, John Rice, Tami Mette, Byron Calkins

## **Actions:**

1. Approval of Meetings Notes from February meeting (attached)

## **Discussions:**

1. Eric Walsh discussed Library resources and the amount of usage different databases get. Lisa Frazier discussed a “cost per click” analysis. Eric’s items are attached. Faculty are encouraged to review which databases their students are using, help students understand how to use the databases, and recommend students visit the library or schedule an online meeting. Lisa Frazier said that the GBC Library is embedded into the Cranium Café, and students can meet with a librarian synchronously.
2. Susanne Bentley discussed the ways ENG 102 instructors require students to work with a librarian and how online students are required to view videos that Eric has made about research and the library. English 102 instructors also require students to use sources from the databases.
3. Byron Calkins requested that a Land Surveying/Geomatics position be added to the priority list for hiring new faculty. Janie Moore reported that the request is already there. Byron stated that GBC’s program is a national role model for other schools, but now four-year schools and universities have started offering bachelor’s degrees in Surveying/Geomatics online. Byron believes that this can affect the program’s enrollment numbers. To address the increased competition in the online segment, GBC must become ABET accredited. The entire ABET process takes 18 months to complete, unless the petitioning school has not gone through an ABET review, then the process takes 30 months. One of the requirements for ABET accreditation is that a program have two full-time instructors. Byron’s timeline is:
  - Officially request that GBC adds a second instructor for fall 2017/spring 2018
  - Request an ABET Readiness Review (RREv) by August 25, 2017
  - Submit an ABET Preliminary Self-Study Report by September 25, 2017
  - Complete ABET Readiness Review by Oct 25, 2017
  - Submit ABET Request for Evaluation by Jan 25, 2018Kathy Schwandt attested to the good work Byron and the program are accomplishing and is in full support of hiring a new position.

4. Dean Thomas Reagan reported on the status of new faculty hires in Arts and Sciences. Social work and elementary education instructors have accepted offers from GBC. The English interview process is wrapping up, and the committee expects to make offers to two candidates later today on Friday, April 7.

5. Lynn Mahlberg presented information about changes to the travel policy. The information is attached. Faculty should check with their administrative assistants to make sure their documentation is correct.
6. The meeting adjourned at 9:30 a.m.

**Respectfully submitted by Susanne Bentley, committee chair, on April 10, 2017.**

# Department Chairs

## Great Basin College

**Friday, February 10, 2017 at 8:30 a.m.**

**Battle Mountain #3, Elko HTC #121, Ely #114, Pahrump #124, Winnemucca #115**

## Meeting Notes

### Call to Order – Roll Call

**Members Present:** Pete Bagley, Thomas Bruns, Lisa Campbell, Wendy Charlebois, Angie de Braga, Heidi Johnston, Karen Kimber, Veronica Nelson, Lynne Owens, Kathy Schwandt, Glen Tenney, Diane Wrightman, Lisa Frazier, Robert Hannu, Ping Wang Rita Bagwe,

**Members Absent:** Meachell LaSalle-Walsh, Jill Chambliss, Susanne Bentley, Teresa Stauffer

**Guests:** Lynn Mahlberg, John Rice (P), Stephen Theriault, Thomas Reagan

### **Item #1: Approval of Meeting Notes**

- a. Meetings notes from January 13, 2017 meeting were approved.

### **Item #2: Dual Enrollment**

- a. The Board of Regents and the State Board of Education sent a joint resolution to the legislature to encourage the expansion of dual enrollment throughout the state. It basically requires that all charter schools and school districts to form cooperative dual enrollment agreements with Nevada colleges. Dean Reagan is monitoring the progress of the bill, including any proposed amendments.
- b. Dual enrollment refers to students using the credits for both college and high school. The term early enrollment refers to students taking college courses just for college credit while still in high school.
- c. School districts would be required to pay for all registration and lab fees. For some districts, this is a concern and may be amended.
- d. Currently, GBC offers a \$50 course fee to high school students for distance education courses. During fall 2017, GBC will increase the amount to 50% of the registration fees and all applicable lab fees for courses offered at a distance. Full registration fees are charged if a course is offered at a specific school or is live on a GBC campus. The increase in registration fees will not make money for GBC; it will be to just break even. There are approximately 900 dual enrollment students equaling with about 200 FTE. It's a significant part of what we do.
- e. The vision of GBC is to ease the pathway between high school and college as best possible and to supplement the resources that already exist. The focus will be on general education college level courses that will transfer to any college. Students will be exposed to college content and instruction to supplement and bridge the divide between high school and college. Students with college credits before they graduate high school have a better chance to attend college. A main goal of the program is to reduce the amount of developmental courses a student has to take when entering college.
- f. We have a plethora of dual enrollment online course offerings and we will continue to build opportunities in this area. The college will begin to offer more IAV sections that are targeted to school districts' time blocks. There are several logistics and scheduling concerns that need worked

out. Departments are asked to be flexible as GBC moves forward with developing the program and the increased workload for full-time faculty will need to be considered.

- g. Developmental math courses at the high schools will be offered by teachers located at the schools; however, GBC will provide the curriculum. The math department will be offering Math 126 in the fall and Math 127 in the spring during an afternoon time block on Mondays and Wednesdays. This will open up an afternoon time block on Tuesdays and Thursdays for possible dual enrollment courses designated by the Arts and Letters department. To accommodate tutoring needs the Academic Success Center will dedicate set hours for the dual enrollment students including Friday hours.

**Item #3: Math Pathways and STAT 152**

- a. Beginning with the 2017-18 catalog all prerequisite math courses must be passed with a 'C-' or higher, unless otherwise noted.
- b. Beginning with the 2018-19 catalog, MATH 120 will no longer be allowed as a prerequisite for STAT 152.

**Item #4: Fall 2017 Scheduling Meeting**

- a. Centers directors will be in Elko on February 14 and 15 for the fall 2017 IAV course scheduling meeting; departments can find them in DCIT #201. The IAV office is asking for help in the following areas:
  - 1. Identify if an Elko section needs to be added to an IAV course originating from another location.
  - 2. Consider satellite centers when scheduling IAV courses.
  - 3. Online courses with IAV meetings dates are getting lost in the shuffle.
  - 4. Correctly identify capacity caps in Peoplesoft.
  - 5. Lecture capture needs to be communicated by the department, not individual faculty members, to the IAV office by the requested date.
  - 6. IAV dual enrollment courses, at the designated time blocks, will need to be determined for all locations involved.

**Item #5: Teaching Faculty Position - Pahrump Nursing Instructor**

- a. The Health Science and Human Services department requested that the committee approve the hiring of a Pahrump nursing instructor to replace a resignation for the TAACCCT grant. The position will start in fall, 2017.  
**Action:** The committee unanimously approved the hiring of a nursing instructor position for Pahrump.