**Great Basin College**

**Compensation & Benefits Committee**

**October 22, 2019 2:30- 3:50 pm**

**IAV: Elko MH 102; Pahrump PVC 117**

1. **Call to Order**

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

1. **Approval of Minutes –** approval of 9/22/19 minutes: 1st motion – E. O’Donnell; 2nd motion -K. Coates
2. **Announcements**
   1. No announcements
3. **Old Business** 
   1. No reports
4. **New Business**
   1. **Professional Development Funds for 2019-2020**
      1. **$3600.00 for academic year – disbursements/awards –** a question was presented by K. Coates regarding the disbursement of the professional development funds (PDFs) inquiring if the PDFs could be disbursed at the end of the 2019 - 2020 academic year. The reasoning behind this query is that it difficult to predict the number of applicants per semester or if there would be an equal number of applicants each semester and the number of awards may be greater one semester than the other. The committee members present reviewed the policy and found there was no stipulation documented. Plan: M. Husbands will reach out to Sonja Sibert, VP of Business Affairs to discuss the possibility of disbursing PDFs at the end of the academic year and will bring back information to November 2019 C & B meeting.
      2. **Review the applications –** Present C & B committee members review all PDF applications. M. Wilkins requesting specific symposium information or website to be submitted for one applicant. All members agreed that PDFs are not intended to aid in the expense of defending her dissertation request by one applicant. No vote made regarding the disbursement of PDFs at this time. Plan: to wait on voting until after the deadline date 10/31/19 to submit applications and response from VP of Business Affairs regarding disbursement of PDFs at the end of the academic year.
   2. **Faculty Workload Policy 5.21**
      1. **Reviewed Time Frame**
         1. February 2020: subcommittees to present final options to C&B members
         2. March 2020: present to Jake Rivera, VPSA & Deans
         3. April 2020: Faculty Senate & President Council
      2. **Subcommittees** – were created to equitably distribute the review/revise (if applicable) the workload policy 5.21 and assigned members to sections. Each subcommittee are to develop options 1, 2, 3 to present during November 2019 C & B meeting – TBA.
         1. **Policy & Procedures –** all C & B members
         2. **1.0 Contract Definition & 2.0 Core Workload Components –**

M. Wilkins & K. Coates

* + - 1. **3.0 Guidelines for Determining Faculty Workload Equivalents**

M. Husbands, E. O’Donnell & T. Mette

* + - 1. **4.0 Overload Compensation; 5.0 Underload & 6.0 Exceptions & Substitute Policy**

J. Stuelmayer, M. Nichols & K. Coates

* + - 1. **7.0 Faculty Incentives Stipends & Appendix; IAV enhance vs. online classes with > 30 students; Technician Support & Course Development**

L. Pike, D. Jones & B. Grudzinski

* 1. **Workload Pay Matrix -** E. O’Donnell to create a sample workload pay matrix with several classes to help C & B members understand how the workload/overload policy works and calculate multipliers for online enrollment and upper division classes.

1. **Next Meeting –** November TBA; M. Husbands to send a doodle poll
2. **Adjournment –** D. Jones made a motion to adjourn the meeting @ 3:25 pm
3. **Recorder of Minutes –** M. Husbands (chair)