**MEETING NOTES**

**DEPARTMENT CHAIRS’ MEETING**

March 2, 2012 - 9:00 a.m.

Battle Mountain #4, Elko GTA #118, Ely #118, Pahrump #120, Winnemucca #202

**Present:** Patty Fox, Jessica Russell, Bob Hannu, Danny Gonzales, Diane Wrightman, Ami Rogers, Ange de Braga, Xunming Du, Mary Swetich, Bonnie Hofland, Sarah Negrete, Lisa Costa-Campbell, David Ellefsen, Ed Nickel, Mary Doucette, Meachell LaSalle Walsh, David Freistroffer

**Absent:** Pete Bagley, Norm Cavanaugh, Amber Donnelli, Scott Hennefer, Lidna Uhlenkott

Meeting notes were approved from the February 10, 2012 meeting.

**Vision of Programs/Departments- Faculty Positions’ Prioritization**

1. Chairs reviewed the position wish list that was created at the February meeting. Changes and additions to the list are as follows:

**Vision Wish List for Programs and Department – Faculty Positions**

|  |  |  |
| --- | --- | --- |
| **Instructor Position** | **Location** | **Department** |
| **Art** | Elko | Fine Arts & Humanities |
| **Career and Technical** | Winnemucca | Career and Technical Education |
| **Computer Technologies** | Pahrump | Computer Technologies (VPAA) |
| **Electrical Technology** | Elko | Career and Technical Education |
| **English/25% Advising and 75% teaching** | Ely | English |
| **Industrial Millwright Technology** | Elko | Career and Technical Education |
| **Instrumentation Technology** | Elko | Career and Technical Education |
| **Math** | Elko | Math |
| **Math** | Pahrump | Math (VPAA) |
| **Music/Theater** | Elko | Fine Arts & Humanities |
| **Nursing** | Pahrump | Health Sciences & Human Services (VPAA) |
| **Nursing Skills Lab Coordinator (get clarification)** | Elko | Health Sciences & Human Services |
| **Psychology/Sociology (60%)** | Elko | Social Sciences |
| **Social Sciences**  | Pahrump | Social Sciences (VPAA) |
| **Welding Technology** | Elko | Career and Technical Education |

**Vision List Five to Ten Years for Program and Departments – Faculty Positions**

|  |  |  |
| --- | --- | --- |
| **Instructor Position** | **Location** | **Department** |
| **Diesel or Millwright** | Winnemucca or Ely | Career & Technical Education |
| **OSHA/MSHA Mine Safety**  | Elko | Career & Technical Education |
| **Green Energy (Solar, geothermal)** | Elko | Career & Technical Education |
| **Green Energy (Power Generation/Diesel Electric** | Elko | Career & Technical Education |

1. The list will be compared with the needs assessment survey to ensure compatibility. If the needs assessment survey suggests additional positions they will be added. Once the review has occurred then the list will be taken to Faculty Senate and President’s Council for final approval.

**Adjunct Faculty Evaluations for Zero Credit (Community Service) Courses**

1. It was brought to the committee’s attention that non-credit community education courses need a different adjunct faculty evaluation process due to the large number and varied days, times, and locations of the classes. These are hobby-type, personal development courses that are graded on a pass/withdraw basis and do not count toward a degree. The duration of the classes is often only a few hours.
2. It was recommended by the committee that instructors teaching community education courses offered for non-credit be exempt from the process. In lieu of the formal evaluation, each community education instructor will instead be evaluated by using the GBC continuing education and community service course evaluation form. The information from the completed course evaluations will provide beneficial information for the department and the instructors.

**Faculty Overload Sub-Committee**

1. Action item was approved at Faculty Senate on February 24, 2012

**Interactive Video Recordings**

1. The interactive video portion of the policy has been addressed. The reasonable accommodation piece must still be finalized with Julie Byrnes. The sub-committee will work with the distance education committee to finalize the comprehensive process for live-net recordings. Online instruction will be moving ahead with a lecture capture system that will tie directly to Canvas. This piece must also be incorporated into the process.

**Faculty Senate Container/Committees Review**

1. The container reorganization action item was not approved at the February 24, 2012 Faculty Senate meeting. The sub-committee will take into consideration the objections to the reorganization and present possible alternative solutions to department chairs at the April meeting.

**New Program Development**

1. New program development must first have the approval of the VPAA. Once the approval has been granted then the information is processed through the Curriculum and Articulation committee.