

Minutes are intended to note (a) the date, time and place of the meeting; (b) those members of the public body who were present and those who were absent; and (c) the substance of all matters proposed, discussed and/or action was taken on. Minutes are not intended to be a verbatim report of a meeting. An audiotape recording of the meeting is available for inspection by any member of the public interested in a verbatim report of the meeting. These minutes are not final until approved by the Board of Regents at the June 2014 meeting.

**BOARD OF REGENTS* and its
GBC PERIODIC PRESIDENTIAL EVALUATION COMMITTEE
NEVADA SYSTEM OF HIGHER EDUCATION**

Berg Hall Conference Room
Great Basin College
1500 College Parkway, Elko
Tuesday, April 29, 2014

Video Conference Connection from the Meeting Site to:

System Administration, Las Vegas
4300 South Maryland Parkway, Room 105

and

System Administration, Reno
2601 Enterprise Rd., Conference Room

Members Present: Mr. Kevin C. Melcher, Chair
Mr. Robert Blakely (*Las Vegas*)
Mr. Ron Knecht (*Reno*)
Mr. Greg Brorby, Community representative
Ms. Jennifer Sprout, Community representative
Mr. Isaac Duran, Student representative

Others Present: Mr. Daniel Klaich, Chancellor (*Reno*)
Mr. Scott Young, Deputy Chief of Staff to the Board of Regents
Dr. Stuart Bounds, Evaluation Consultant
Dr. Mark Curtis, President, GBC

For others present please see the attendance roster on file in the Board Office.

Chair Kevin Melcher called the meeting to order at 9:01 a.m. with all members present.

1. Information Only – Public Comment (*Agenda Item #1*) – None.
2. No Action Taken – Evaluation Committee Process (*Agenda Item #2*) - The Committee discussed procedural matters and focusing the interviews with the Evaluation Consultant. (*Ref. PPEC-2 on file in the Board Office.*)

Mr. Scott Young, Deputy Chief of Staff to the Board of Regents, presented the Committee with the evaluation process to be followed, Committee duties, Open Meeting Law (*OML*) reminders and nine criteria to be included in the president's evaluation per Board policy, the first eight of which apply to Great Basin College (*GBC*).

3. Information Only – Initial Meeting with President Mark Curtis (Agenda Item #3) - The Committee met with President Curtis to discuss all matters relating to the periodic evaluation, which may include reviewing and discussing strategic plans, goals, objectives, resource allocation policies, major challenges and successes, as well as the president's self-evaluation. The Committee also heard a review of the Faculty Senate Survey. (*Curtis 2014 Periodic Evaluation and Handouts on file in the Board Office.*)

Mr. Thomas Reagan, GBC Faculty Senate Chair, presented the results of the Faculty Senate Survey. The survey was open for a one week period and was distributed to all full-time teaching faculty, adjunct teaching faculty, classified staff, administrators, directors, administrative faculty and all others on professional contract. There were a total of 104 respondents. Mr. Reagan provided the following highlights:

- President Curtis exhibits a strong vision and plan for the college's future.
- President Curtis has developed a plan to meet the budget cuts during hard economic times.
- President Curtis is personable, well organized, and a great listener.

Mr. Reagan provided the following recommendations:

- More visibility on campus.
- Greater communication.

Mr. Reagan reported the same recommendations were also noted during a prior faculty survey and President Curtis has taken steps to increase his visibility, by having more public forums, he has visited the Faculty Senate, and has been a guest lecturer in classes.

Overall, President Curtis has high marks for vision, planning and interpersonal communication, which is so important during budget cuts and potential changes.

Chair Melcher noted there were 104 respondents, but asked if the Committee could receive the percentages of full-time teaching faculty, adjunct teaching faculty, classified staff, administrators, directors, administrative faculty and all others on professional contract at the institution at their Friday meeting. Deputy Chief of Staff Young stated the information could be provided at the open meeting on Friday.

Regent Ron Knecht thanked the faculty for completing the survey. He realized participation at GBC is enthusiastic, but questioned the accuracy of the 105 percent participation rate indicated in the survey results. Mr. Reagan reported the data was collected from 'Survey Monkey', the software program.

Dr. Mark Curtis, GBC President, thanked everyone for their time and effort to complete the evaluation and appreciated all forms of feedback. President Curtis stated he was organized, sometimes to a fault, is persistent, likes challenges, is not a micromanager, has a sense of humor and is a team player. He added he tries to remain technically relevant in his discipline.

3. Information Only – Initial Meeting with President Mark Curtis (Agenda Item #3) – (Continued)

President Curtis presented his 2012 Annual Self-Evaluation, including Goals and Achievements, Challenges and Opportunities, Budgetary Matters and Fiscal Management, Academic Administration and Academic Planning, Student Affairs, Personnel Management, Decision Making and Problem Solving, External Relations and Fund-Raising, Relationship to the Board, and Progress Toward Master Plan and other Performance Goals.

Chair Melcher stated it was a pleasure to watch President Curtis work with the budget and his ability to adjust to the demands and requirements of the Board of Regents. His preparation and hard work is always evident and appreciated.

Mr. Greg Brorby, Community Representative, stated he has observed President Curtis' admirable job of moving the college forward in the face of declining budgets.

Mr. Daniel Klaich, Chancellor, stated President Curtis' attitude in approaching his job is as good as it can get. He is a problem solver and always takes a positive approach.

Regent Knecht appreciated the fact President Curtis is focusing the cuts on back office functions and not the classroom.

Chair Melcher stated it was obvious to him President Curtis has continued and enhanced the relationships that were in place when he arrived in regards to industry and other areas.

Regent Robert Blakely believed President Curtis is a problem-solver and is doing a great job. He is happy with his performance.

Regent Knecht appreciated the leadership of President Curtis. He added President Curtis focuses on the job, in an open, accountable and respectable manner.

Chair Melcher noted he was the Chair of the GBC President Search Committee and the Committee at that time was looking for someone to take GBC to the next level. He believed the expectations have been met and he thanked President Curtis for all of his hard work.

Regent Knecht noted a report of low graduation rates in Nevada which affects matriculation rates at GBC and the other community colleges. He stated he was struck by the fact that until recently Nevada had the largest domestic immigration rates. The overwhelming fraction of Nevada's population is not educated in Nevada schools and he believed it was a population the community colleges could serve. He suspected Elko and the other mining areas get their share of this population as people immigrate to the mining areas. They may be difficult to service because of their transient lifestyle. Is this something GBC can consider in terms of the challenges, such as helping those adults obtain a high school diploma so they can continue on to the community college? President Curtis reported GBC does have a well-developed Adult Basic Education and English as a Second Language operation. President Curtis said in regards to mining,

3. Information Only – Initial Meeting with President Mark Curtis (Agenda Item #3) – (Continued)

people do come to help in the beginning stages of building a mine and then when it is complete they return to their homes. The mines are typically looking for those employees which have mining experience and those that are trade-educated.

Chancellor Klaich stated having been a part of many college and university president searches across the state he believed the GBC President Search really worked when they chose President Curtis. President Curtis truly fits in Elko. Chancellor Klaich asked Dr. Bounds, when proceeding with the upcoming interviews, explore the fit of President Curtis within the institution and the community.

Mr. Reagan clarified the discrepancy regarding the 105 percent on question one of the faculty survey; it was due to people choosing more than one category they fall in.

2. No Action Taken – Evaluation Committee Process (Agenda Item #2) – (Continued)

Dr. Stuart Bounds, Evaluation Consultant, provided a short summary of his background and career.

Chair Melcher reported on Friday Dr. Bounds will present a summary of his findings and then a full report will be presented to Chancellor Klaich for inclusion on the June Board of Regents' agenda.

Chancellor Klaich stated the evaluation process is continually improving and asked Dr. Bounds to provide feedback as to anything he felt could improve the process. The process is organized by areas as presented by President Curtis and highlighted in Board policy. At the final meeting on Friday the Committee will be interested in a candid analysis of how the president is doing. There may be input in each of the areas, but they are looking for broader themes and an interaction of the Committee regarding those preliminary assessments. The Committee wants to hear President Curtis' expectations and goals and a way to measure those in a quantitative manner.

Chair Melcher asked Dr. Bounds to take the self-evaluation, the faculty survey and the expectations laid out by the Chancellor to the upcoming discussions being held with those being interviewed throughout the next couple days.

Mr. Brorby commented this was one of the most rigorous processes he has seen in his career and that it will provide a lot of constructive and positive feedback. He was curious, with such a rigorous process, how it is determined whether a person has bad feelings on an issue versus a broader issue that may be occurring. Chair Melcher stated there will be those who have views that do not match the norm, but it is the role of the consultant to filter through all the information and make the determination.

Chancellor Klaich added they selected a consultant who knows the pressures of being a president and they will rely on his experience to know when something may be trending.

2. No Action Taken – Evaluation Committee Process (Agenda Item #2) – (Continued)

Dr. Bounds felt the interviews will be used to validate what has been provided in the faculty survey and the self-evaluation.

Chancellor Klaich thanked the GBC, Board and Chancellor staffs for their logistical work in bringing together these meetings.

4. Information Only – New Business (Agenda Item #4) – None.

5. Information Only – Public Comment (Agenda Item #5) – None.

The meeting adjourned at 10:55 a.m.

Prepared by:

Angela R. Palmer
Special Assistant and Coordinator
to the Board of Regents

Submitted for approval by:

R. Scott Young
Deputy Chief of Staff
to the Board of Regents