Executive Officers Present: Verla Jackson-Davis (Chair), William Oberding (Vice Chair), Debbie Keck (Treasurer), Chris Carver (Secretary), Patrick McDonnell (Co-Public Relations) and Vicki Paul (Co-Public Relations).

Representatives Present: Donnie Andrews, Donna Brown, Peter Brown, Anette Christensen, Kathleen Coles, Catherine Fischer (proxy), Darley Jeppson, Vicki Krentz, Pam Moore, Betty Osborne, Valerie Pedroza, Phillip Pert, Jeanie Pratt, Jewell Radcliffe, Laura Ruud and Kathie Stanfield.

Executive Officers and Representatives Absent: Christine Arritt (excused), Marti Fricano (excused), Crystel Montecinos (excused) and Theresa Moser (excused).

Advisor: Leslie Nady.

I. Call to order.

The meeting was called to order at 2:02 pm.

II. Minutes from March 15, 2005.

The minutes were approved as written.

III. Old Business.

None.

IV. Committee Reports.

A. Administrative Action Manual Review.

Peter Brown reported that Gena Jones sent out the changes to the Manual and the Risk Management Policy. There were seventy pages of changes. The changes to the Risk Management Policy are not online yet but the Manual itself is online.

B. Arboretum Board.

Darley Jeppson reported the Board met on March 22nd. Raymond Needham led the meeting. They discussed possibly having a table at the Open House for next year. April 28th is Arbor Day. Fifty small trees have been donated by the Nevada Division
of Forestry. One hundred trees were donated by the Arboretum Board. One hundred packets were donated of flowers and vegetables. The Arbor Day celebration coincides this year with the Graduate BBQ. Tree climbers and the “Pruning Goddesses” will be in attendance. A tree will be planted on the campus on a different day than Arbor Day. The installation at Fleischman Agriculture Center has been installed.

C. ASUN.

Pat McDonnell reported that the new student administration has taken office. He recommended the new ASUN President as a future speaker.

D. Balloon Race Committee.

Chair Verla Jackson-Davis mentioned the committee did meet and looked at pin designs. The committee is still waiting on a list from the Scholarship Office so they can mail their scholarship letter out.

E. Classified Employee of the Month and Year.

Phil Pert reported that the Classified Employee of the Year will be announced on May 11th. Valerie Pedroza from the School of Medicine and Lisa Reza from Human Resources are the Classified Employees of the Month for April. Congratulations Valerie!

F. Classified Staff Development Fund/Educational Leave Stipend.

Debbie Keck reported that this committee did not meet. They will meet next month regarding the Luncheon drawing. The Educational Leave Stipend is being updated by Human Resources.

G. Compensation Committee.

Phil Pert reported that they met on April 17th and again on the 21st. They discussed the changes by the PEP Board. The first open enrollment is May 2nd. May 23rd is the first meeting held on campus.

H. Facilities Resource Committee.

Donna Brown reported a modular structure was approved at the Fleischman greenhouse. The concept of the Memorial Wall was approved. Space in the Redfield Building has been requested by Management Assistance Partnership (MAP). There are no renovation projects currently underway. There was discussion of putting a blue canvas structure on the people bridge on Virginia Street.

I. Faculty Senate.
William Oberding reported that the topic of their meeting was the Legislative Update and an Ad Hoc Committee update.

**J. NCAA Certification Self Study.**

The committee is still waiting word on the change to Intercollegiate Athletic Board.

**K. Parking and Traffic Board.**

Kathleen Coles reported that 1,527 people filled out the Parking survey. 38% of those who responded approved a $15.00 fee. The committee worked on the short range recommendations. Melody Bayfield is working on the fee structure for next year.

**L. Police Services Board of Professional Standards.**

This report can not be shared with the council. Donna Brown reminded the Council that she goes off of Council in August. This is a confidential committee that meets generally once a semester.

**M. SEC Bylaws.**

Did not meet.

**N. SEC Luncheon Committee.**

Chris Carver reported that the list of retirees and honorees has been received. Phone numbers of retirees can not be given out by Human Resources. Addresses will have to do. George Trexler mentioned that she still needs a projected budget. Pat McDonnell reported that the most recent donations received are a gift certificate from Cantina Los Tress Hombres, Austin’s Restaurant and the Great Basin Brewing Company.

**O. SEC Open House.**

Verla Jackson-Davis reported that the Open House was a success. The main complaint was that the vendors started breaking down their tables early.

**P. SEC Web Page.**

Vicki Paul reported that most of the page is updated. Email her if anything needs to be updated (even the council member page). Alternative text has been added to the pictures, (which shows up when the mouse is scrolled over the pictures).
Q. Student Services Food/Retail Dining & Catering Committee.

Jewell Radcliffè handed out brochures from the DownUnder Café. Francisco Velasquez from Chartwell’s Dining gave an update on the “Monster Burger.” The Knowledge Center will have salads and sandwiches during the summer. There was an update on all the retail dining areas. Jeanie Pratt asked what changes were going to be made to the food services currently in the Student Union. That is unknown as this time. The Council is hoping to have Russ Meyer as a future speaker.

R. Work and Family Task Force.

Laura Ruud reported that the main topics of the meeting this month were on the website www.unr.edu/sapd/workandfamilytaskforce_000.htm There is an interesting link titled, “Surviving Travel” for those who are interested. Childcare was discussed and subcontracted care for evening classes.

S. University Disability Resource Coalition.

Debbie Keck reported that this committee met April 12th. Issues discussed included the concern for disabled persons when fire alarms go off. They plan on talking to facilities regarding installing flashing lights. One concern discussed was the bad weather in terms of snow removal issues, closures and the evacuation policy. W. Oberding asked about the temporary hotline this last winter. P. McDonnell said it would be replaced with a permanent number.

T. UPC.

They discussed the sub-committees from the main UPC committee and strategic plan updates from the sub-committees. Legislature needs to let us know what money is available. The committee met the new ASUN President.

V. New Business.

George Trexler asked about the old Safety Council, since it has now been split into several committees. Since the Staff Employees’ Council is already stretched so thin, is there one in particular that the Council would participate in? Donna Brown is currently the secretary for the Occupational Safety Committee but she goes off Council in August. Whatever the Council decides, the Bylaws would need to reflect the split. Donna Brown mentioned she is also the secretary for the Emergency Planning Advisory Committee. She thinks both of these committees (Occupational Safety and Emergency Planning) would have more interest to the classified employees. Two other committees are the Laboratory Safety Committee (which deals more with lab issues) and the Radiation Safety Committee (which deals with radiation issues). The Energy and Environment Committee is something that might interest some people.
The Board of Regents is briefing the newspapers regarding President Lilley’s raise. The $90,000 is a supplemental increase. George Trexler mentioned that his base pay is going up. The $90,000 is from the Foundation and comes from unrestricted funds.

Jeanie Pratt mentioned that if you plan on traveling, you need to notify your bank that you are leaving your area per Homeland Security.

The Council talked about the Fixed Video Camera Policy emailed out by Chair Verla Jackson-Davis. Kathleen Coles mentioned she didn’t like anything about the policy. It means that cameras can go everywhere. Kathie Stanfield didn’t like that the cameras can be posted on the Internet. Donna Brown mentioned that not everyone would have access to what was on the Internet. Chris Carver questioned why this policy and why now and wondered if it had to do with the recent campus case regarding Hussein Hussein or with Homeland Security. Pam Moore mentioned she thought the language of the policy was too broad. They can literally put cameras anywhere. Donna Brown mentioned that her department applied for the Homeland Security grant and it specified where the cameras could go (the University of Nevada, Reno’s Police Department also applied for this grant). They do a chemical inventory which is done by putting barcodes on the chemicals. William Oberding said he thought the language was typical of video policies for criminal investigations and public monitoring. There needs to be a committee to decide where the cameras go and not just one person.

IV. Guest Speakers:
Tom Quint-Faculty Morale Committee
A representative from the Faculty Morale committee came to discuss issues involving morale on campus and that due to the nature of confidentiality, names were not listed and comments were made.

- Winter Break Closure
  a. Why were employees not allowed to go home earlier? What about the value of lives?
  b. A timely decision needed to be made. If Washoe County can decide early in the morning, the university should be able to do the same thing.
  c. The hotline message wasn’t updated by 8am.
  d. Who makes the decision to close? The President ultimately makes the call.
  e. If the governor calls it a snow day, the university should call it as well.
  f. Topic should be shelved until President Lilley attends our May meeting.

- Compensation
  a. State workers are paid 20% less than county workers. A 2% increase doesn’t seem like much in comparison.
  b. 4% is taken from next year’s benefits but money was given back to the Legislature. A recommendation was made to contact the Legislature about this but the comment was why they would care because they’re getting money back.
  c. Retirement for new hires. Governor Guinn has eliminated retirement benefits for new hires. It used to be that people were attracted to state jobs because of the good benefits.
• Discrepancies between faculty and classified staff
  a. A comment made by the President at an earlier meeting as that he can’t do much for us. If we were university employees he could.
  b. Faculty needs to know the rules classified staff goes by. This indicates a lack of concern for the employees they supervise. If you supervise any classified staff, you need to know. This sounds more like management training.
  c. The university treats classified as clerical workers only. Anywhere in the state system, they would be considered professionals.
  d. Looking up to PhD’s when their behavior is not fitting of their station. If it’s an international PhD, there may be a cultural difference.
  e. Faculty does get tied up in what they are working on.

• What are some of the commonalities between surveyed groups?
  a. What are the main common complaints? Sharing information between offices/departments.
  b. What is this survey supposed to accomplish?
     a. Looking for patterns. Information will be given to higher administration.

• General Comments
  a. Emergency Planning has improved. Safety issues have been dealt with.
  b. Parking issues have affected the morale on campus, whether or not a person had a parking pass or not.
  c. There has always been a division in the workplace.
  d. We have good jobs. Good morale starts with the individual.
  e. Recognition of classified staff that go above and beyond to help students (since they are why we are here).

You are more than welcome to email comments to Tom Quint at quint@unr.edu. Call a member of the committee if you want to keep completely anonymous.

The meeting adjourned at 4:02pm.