Executive Officers Present: Verla Jackson-Davis (Chair), William Oberding (Vice Chair), Chris Carver (Secretary), Debbie Keck-proxy (Treasurer), 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, Marti Fricano, Darley Jeppson, Vicki Krentz, Pam Moore, Theresa Moser, Betty Osborne, Valerie Pedroza, Phillip Pert, Jeanie Pratt, and Kathie Stanfield.

Executive Officers and Representatives Absent: Christine Arritt, Jewell Radcliffe (excused), Laura Ruud.

Advisor: Leslie Nady.

I. Call to order.

The meeting was called to order at 2:04pm. Cakes and cookies were brought in celebration of Jewell winning Employee of the Year but unfortunately, Jewell could not attend.

II. Minutes from April, 2005.

The minutes were approved as written.

III. Old Business.

Phil Pert mentioned that he attended the Strategy Board for PEB in Carson City. If anyone is interested in receiving his typed up notes, please contact him directly.

IV. Committee Reports.

A. Administrative Action Manual Review.

Peter Brown said that this committee did not meet. Everything pending from last month is still pending.

B. Arboretum Board.

Neither Darley Jeppson or Laura Ruud attended the Arboretum Board meeting and minutes were not sent.

C. ASUN.

Pat McDonnell reported that the new President, Jeff Champain, was sworn in. The committee talked about the campus video system which will monitor eight locations around campus and give hourly updates such as the weather (this is different from the Fixed Video Policy). It is currently in the developmental stage.
The first phase is for monitors only, second phase is for larger classrooms and third for all buildings on campus (all monitors will be inside, not outside).

D. **Balloon Race Committee.**

Chair Verla Jackson-Davis discussed pin designs. The scholarship sub-committee will be meeting on May 18th to choose two recipients.

E. **Classified Employee of the Month and Year.**

Phil Pert reported that the committee met informally to choose Jeff Rabadeux for Employee of the Month. Jewell is going to use her Employee of the Year winnings to go on a cruise.

F. **Classified Staff Development Fund/Educational Leave Stipend.**

Debbie Keck reported this committee met to discuss the Luncheon drawing. They also went over the Educational Leave Stipend paperwork.

G. **Compensation Committee.**

Phil Pert reported that the committee met to discuss the upcoming strategy session and what SNEA has proposed for the session. The committee discussed the legislative bill regarding retiree health insurance. Jeanie Pratt mentioned that SNEA has suggested that the 28 million that PEPB wants to return to the general fund should go into a fund to prepay health insurance for new hires when they retire. The committee considered whether the SEC needs to have a morale committee but decided that it was not necessary. The committee also discussed who within the university should make the decision when to release classified staff for safety reasons and decided to discuss the issue with Donna Brown.

H. **Facilities Resource Committee.**

Donna Brown reported that this committee met May 10th. The current Master Plan shows the campus moving east of the current campus boundaries.

I. **Faculty Senate.**

William Oberding reported that the topic of their meeting the Video Camera Policy and any concerns regarding the policy. President Lilley attended. They also discussed month for research and research codes. The Board of Regents and their bylaws and minutes are online.

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 this committee met on April 25th, the last meeting for the year. The short range plan has been completed. Jason Geddes requested support for those who carpool and have environmentally friendly cars and to increase the number of bike racks. President Lilley has approved current parking fees to stay the same since the stadium parking garage came in under budget. The Stadium Parking Garage will stay “Green” for one more year. There are fifty spots available at Circus Circus. Silver 14 and 17 will be eliminated and be replaced with Silver 11.

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 committee was meeting weekly to get the Luncheon ready. There was a reminder that there would be no SEC meeting in June as the Luncheon was taking place on that date. She encouraged everyone to attend.

O. **SEC Open House.**

This committee has been adjourned until next year.

P. **SEC Web Page.**

Vicki Paul reported that she and Debbie Keck went through the website. She is looking for photos from Jean Dixon from last year’s Luncheon.

Q. **Student Services Food/Retail Dining & Catering Committee.**

Jewell Radcliffe was not at the meeting.

R. **Work and Family Task Force.**

Laura Ruud was not at the meeting.

S. **University Disability Resource Coalition.**

Debbie Keck was not at the meeting.

T. **UPC.**
Chair Verla Jackson-Davis reported that the UPC met three times last month. Different categories of funding will depend on the legislature. This committee has been adjourned until the Fall.

**Guest Speaker:**
Russ Meyer from Campus Dining gave the council an update on food service for this past year.

- A new facility was opened July 2004 (the Overlook).
- Retail sales are up 12% in the DC Store (located next to the Downunder Café).
- Sushi, iced coffee and wraps were introduced.
- Customer Service in the retail areas is being looked at and employee-training sessions have been implemented.
- Price points and portions at Mandalay Bay were of concern. A committee looked at the prices and portions and both have been adjusted.
- There has been several requests for a coffee cart at the School of Medicine. It was determined that there was not enough foot traffic in that area so the project was shelved.
- The Monster Burger was introduced at the Overlook.
- Campus Dining has introduced the “Balanced Choices” program. This is about nutritional information that provides choices.
- Commuter meal plans were introduced. They are currently working on marketing this meal plan to local apartment complexes.
- They are looking into expanding Advantage Cash to more food service operations off campus. Local restaurants have expressed interest (such as Jimmy Johns, Café Imbari, Archie’s, Jimboys, Pub n Sub, Fritz’s and Keystone Cue and Cushion).
  
  By the beginning of fall there should be additional off campus locations that accept Advantage Cash. Jeannie Pratt asked about cards for the vending machines. It is possible but high volume machines would need to be identified. These machines need special hook-ups.
  
  Campus Dining should start switching over in December to the “One-Card” system, which is a system that can securely do Advantage Cash transactions. The transition issues are still being discussed. The new “One-Card” manager starts soon. Phil Pert asked about the Record Street Café. It’s going to depend on commission and interest from the Café. Dominoes currently pay 20% in commission.

  Russ passed out the final floor plan drawing for the new Knowledge Center outlining the food service areas. There will be no food prep areas (cooking), all food will be “grab and go.”

  Pat McDonnell mentioned that the new “One-Card” manager’s name is Penny Leathley. She comes to the university with 9 years of experience with card systems from Central Michigan.

  Green Coffee was discussed. This is sustainable coffee from “Fair Trade Coffee.” In order to serve this brand, prices would need to go up .05 to .10 more a cup. The ASUN has been working with the GSA to bring Fair Trade to campus. There is a chance that Seattle’s Best (the current coffee provider) may have green coffee available. Fair Trade protects the smaller growers and helps keep pricing to a minimum.
Pat McDonnell asked why coffee at the Library Coffee Cart is fresher than the Wolf Perk. Russ replied that all coffee is brewed fresh. It’s a different coffee at the Perk than what is served at Barista Brothers (who has their own coffee brand). The Perk has a slower turn over so the decanter may be held longer; however, it should only sit for 30 minutes. There are two different coffees in the Perk. One is just for espresso machines and the other is for the decanters. Phil Pert mentioned that he’s seen fresh decanters made at the Perk but it still doesn’t taste as good as Barista’s. The coffee at the Perk is the least premium on campus. Chartwell’s has an expectation of a certain amount of in-house brands. The Ritazza program on campus uses Seattle’s Best. A local grower provides the espresso coffee.

Kathleen Coles made the remark that the Northside Café needs to be consistently open at 7:30 am. Their business would be better from those passing through. Sometimes the money has not been brought up to the registers so they do not open.

Pam Moore asked why the Northside Café closes at 2pm. Russ replied that the business just isn’t there after the lunch rush. She also mentioned that salads at the Northside often look fresh on the surface but once it’s picked through, the lettuce underneath is not.

Jeanie Pratt asked about the new Student Union. Russ will not be in charge of that and referred all questions to Chuck Price.

Donnie Andrews asked why Pizza Hut was changed to S’barros. The change was made for all the right reasons. There is a chance that S’Barros may be changed out. Pizza Hut has a very limited menu (national brands don’t typically have variations). Sales have gone down since the change. Russ feels that S’Barros doesn’t do enough in the merchandizing department. The menu could be expanded to include more Italian dishes. They will be working with the menu over the summer. Jeanie mentioned that she often has a hard time trying to figure out what’s on the warmer.

Jeanie asked if there were any plans to add restrooms to the Overlook as she feels one for that area is not acceptable. Russ said that space is a problem. It was put in during the remodel (before the Overlook). Perhaps a sign with “Additional Restrooms” near the internal stairs would help.

Email Russ at rfmeyer@admin.unr.edu if you have any questions.

**Guest Speaker:**
Jeff Springer from IT regarding Wireless Technology.

Wireless technology was started in summer 2003 in the Library. It has now grown to 32 buildings. The program started with a budget for 20 buildings. A consultant was brought in to survey the campus. The technology is geared towards mobile users (laptops) and is an enhancement to the network and allows access where you normally wouldn’t. It can also be used in the classroom. 5-7 people per class in Scrugham Engineering had laptops. Academics can decide if they will allow laptops in their class. There is a list online of those areas that currently have wireless service. Phase 1 is Getchell library and the Jot Travis Student Union and over 6 months 20 buildings were wired. Phase 2 will be 4-5 more buildings and outdoor areas (including the Quad). Phase 3 will be a few more buildings (including Legacy Hall).

Pam Moore asked why a program has to be downloaded every time a webpage is changed. Jeff replied that that may be a marginal area but the program should only be downloaded once.

The challenges are with the older buildings. Scrugham Engineering is full of metal and has a low access field.
If you are in a building that you know has wireless service and it is not working in the building, they can try to augment them. Wireless technology is only about three to four years old and is not a perfect system. The Help Desk is good for support.

The program is for security. The more security the worse it is for the user. Otherwise, it’s too easy to hack your information. The big companies have to build better technology to pass on to the user.

Please contact him if you’re interested in installing this at home. He can give you the information you need.

The system they chose for campus supports the most amounts of user and systems. The coverage areas were chosen because they are the highest density of technology and largest amounts of classrooms. Computers should still have Ethernet cards as back up. Resident halls have wired access. The technology is still so new that a malicious person can knock people off the network.

Pat McDonnell asked what the extreme coverage points are. There is not a cloud over the campus. It is by building and certain outdoor areas. www.computing.unr.edu “Wireless Map.”

Bill Oberding said he knows technology is changing over the next three to four years. Will it be compatible? Yes, but how it will be integrated is still to be decided. Bill also asked about bringing wireless technology to the School of Medicine. Bringing wireless technology to that area is difficult because of all the interference. It is in the future but the “higher-ups” need to make that decision.

Will new technology in newer laptops include long range antennas? Not really. You would need a newer wireless card.

Pam Moore asked if the plan is for the whole campus to be wired? Not in the future. Maybe portions (i.e. the lower campus).

**Guest Speaker:**
President Lilley with an update on the legislative session.

The Senate closed that morning. The Governor took the recommended money amounts. COLA passed with 95% funding and left it to the Board of Regents for distribution. Of 12.3 million, 1/3 will go to residencies and fellowships. We did not get the full amount. We cut 23 million and put 10 million back. The capital improvement budget is not done.

All day Kindergarten is currently in the House. If they get what they want, they will work on giving us what we want. 32 million went to Science and Math. The university needs to raise 18 million.

The student population is up to 30,000 students from 17,000 students. The fairgrounds lease their property (so this area could be used for future expansion). This could go towards the 800 acres for the Truckee Meadows flood project. What could we have in trade? We have given Senator Raggio the ability to manage this situation between sessions.

The City of Reno has been very helpful with the Master Plan. We don’t know what future gaming has in Reno as it has been going down. There has been a lot of dirt being moved this summer for the Knowledge Center and New Union. The dirt is going behind the School of Medicine. Every two minutes a truck will be dumping dirt. There will be established patterns of movement before students start arriving back to campus for the fall. This whole area will cause a huge dislocation for the next two years.

Questions for the President:
• Bill Oberding—There have been requests to place technology on the campus for summer classes. Phil Pert asked if Buildings and Grounds will support that campus. The president replied that these things are being refined and will be discussed at the June Regents meeting.

• Donna Brown asked about Winter Break. The president replied that decisions were made yesterday and will be announced in the “Inside Nevada.” Winter Break this year will consist of the Friday night before Christmas through the following Tuesday (10 consecutive days). The campus will continue to have winter break closure but the break will vary every year depending on where the Christmas holiday falls.

• Pam Moore asked for an update on the VPR search. There were airport interviews yesterday and today. They would like to shrink the pool down to three. The search for the Liberal Arts Dean has almost been finalized.

• Phil Pert asked if CIP funding is now closed. It may close this week or next. Some people are holding back their “Yes” vote over CIP until they get what they want.

• Vicki Paul inquired about his health. He replied that he was feeling better but that he needs to remember to drink more water. Dehydration is an expensive way to find out he is healthy.

• Pam Moore asked about the preparation to help 30,000 students. How are we preparing for the non-traditional students? Extended Studies strategic plan includes evening and weekend classes. Studies are showing that some traditional students act more like non-traditional students and are not graduating within four years (some may have two or more jobs). The legislature sees this as a failure when the student is exercising their own choice to delay their graduation. There are plans to add more night and web based classes.

• Bill Oberding asked for an update on the Millennium Scholarship. Four classes have gone through now and the growth of the classes will come from the growth of the state. Standards are higher for both the scholarship and to get into the university. In the fall of 2006 the GPA for admissions will be raised to 2.75 based on core courses. There will be a drop in remedial courses as well.

• Pat McDonnell asked about the College Graduation System. Graduates and Undergraduates had to be separated. If the number of Undergraduates increases there may be a need to split them as well. The central ceremony should be in one place then split into colleges. Students like to have their names called in a mass graduation. President Lilley noticed that the public has gotten quite used to speaking over events (possibly due to television) so it was quite loud.

• Bill Oberding asked about the growth of the campus. Are there plans to build more smart classrooms? Will we be increasing class sizes or building more classrooms? The need for larger classrooms is economic driven. How the state chooses to support us is based on growth.

• Donna Brown asked is the new medical building would be associated with the Cancer Institute. Yes, they will have a piece of it.

• Pam Moore asked what the 10 buildable acres behind the School of Medicine will go to. The School of Medicine will expand. The Master Plan also shows the complete growth for that area.

• Phil Pert asked about school closure during inclement weather. Is there a policy being written up? There will be a conservative plan written up. The community
tends to be critical when the campus closes. The staff tends to be critical when they feel we should have closed sooner. It is a judgment call. People live in vastly different areas and the weather might not be the same. The campus keeps track of accidents near the area and refers back to it when making this judgment call.

- Jeanie Pratt commented that she rides the “Spirit Bus” and hopes the grant will be extended. She did have a bus driver comment to her that handicapped patrons had to go to the 9th Street entrance because of the snow pile-ups. She mentioned that perhaps the Spirit Bus and campus shuttled should connect somewhere on their routes.
- Bill Oberding mentioned that the hotline is a good goal for updated information. However, the information needs to be there early in the morning for those who are driving from out of the immediate area.
- Pat McDonnell commented that the Spirit Bus stopping at the Jot Travis Student Union would be very handy. He mentioned that there were plans to move the operations in Thompson Student Services to the Jot Travis Student Union after the New Union opened.

Without further comments, the meeting was adjourned at 4:07pm.

Updated: 6/10/10