Executive Officers Present: Debbie Keck (Chair); Bill Oberding (Vice-Chair); Pat McDonnell (Co-Public Relations); Vicki Paul (Co-Public Relations); Valerie Pedroza (Treasurer); and Christine Arritt (Secretary)

Representatives Present: Donnie Andrews; Bill Borges; Peter Brown; Scott Brown; Anette Christensen; Melanie England; Catherine Fischer; Marti Fricano; Darley Jeppson; Michael Leonhard; Erin McGarvey; Pam Moore; Sherry Olson; Betty Osborne; Valerie Pedroza; Phillip Pert; Jeanie Pratt; Michelle Rachal; Jewell Radcliffe; Lisa Taylor; Joanne Tully; Renee Warren, Beth Wood

Executive Officers and Representatives Absent: Nicole Aiazzi; Iris Hochschild (excused Joanne Tully – proxy); Theresa Moser (excused)

I. Call to order. Pledge of Allegiance.

The meeting was called to order at 2:06 p.m.

II. Minutes from March, 2006

The March, 2006, minutes were approved with corrections.

III. Committee Reports

A. Administrative Action Manual Review

Peter Brown reported that Interim President Joe Crowley approved new sections in the UAM about the campus video policy, Sick, Family Sick, Child-Rearing, and Family/Medical Leave, and Professional Services Policies and Procedures. He also commented that if a faculty candidate is offered a position, but the position is declined, any travel expenses that have been paid by the University must be repaid. Classified staff should turn in the conflict of interest forms at the same time as administrative faculty. The drug and alcohol policy is still pending. Each entity 501(c)(3) can do 2 raffles a year. A club that is not considered a 501(c)(3) would be counted against the University’s 2 raffles per year. A new section on public records requests will be sent to committee and will be forwarded to the President when it is approved. The sustainable building policy is still pending. New policies on the following subjects were approved and sent to the President for approval: President Delegated Signature Authority, Host Expenses, Indirect Cost Rates, Travel Expense Reimbursement Procedure, Fixed Asset Capitalization, Safety Policies, Environmental Policy and Committee.

B. Arboretum Board

Bill Borges reported that there will be a tree planting by Fleischmann Planetarium on April 28, 2006 at 10 a.m. Arbor Day is on May 4th on the JTSU lawn from 11 to 1. There will be free trees.
C. ASUN

Pat McDonnell reported that the new ASUN officers were sworn in at their last meeting. They will be discussing accreditation at their next meeting.

D. Balloon Race Committee

Pam Moore reported that the committee is still working on the design for this year’s pin. At their last meeting, they discussed the scholarship and applicants. They meet again on May 9.

E. Classified Staff Employee of the Month and Year

Betty Osborne reported that there were no awardees for the month of May because there were no more nominees. It was suggested that perhaps the nomination process could be changed to encourage more nominations. President Crowley and members of the Faculty Senate could get the word out to supervisors to nominate people. Members of SEC are encouraged to look at the nomination form and make suggestions for improvements.

Bill Oberding reported from the Classified Staff Employee of the Year committee. That committee met during the week of April 10. They had 11 qualified nominations. The award is being inscribed and the winner will be announced on May 17th.

F. Classified Staff Development Fund / Educational Leave Stipend

This committee did not meet.

G. Committee on the Status of Women

This committee did not meet.

H. Elections Committee

Renee Warren reported that this committee will meet on April 20th.

I. Facilities Resources Committee

Betty Osborne reported that there is interest in redecorating the lounge in the business building. The biology department’s request for facilities has been approved. Also, storage containers at Church Fine Arts has been approved.

J. Faculty Senate

Bill Oberding reported that the Senate will meet on April 20th from 1 to 4:30. Since Bill will be out of town that day, we need to have an alternate from SEC.

K. Parking and Traffic Board
Scott Brown reported that the Board met and discussed fee increases for next year. After some debate, the fee increases were approved by the Board and referred to Melody Bayfield. The increases that were approved were ones that had already been approved in 2001, but were postponed for the 2005-2006 fiscal year because the West Stadium Parking structure came in under budget. Silver fees for 2006-2007 are $340.

L. Police Services Board of Professional Standards

This committee did not meet.

M. SEC Bylaws

This committee did not meet.

N. SEC Luncheon Committee

Pam Moore reported that the committee met the week of April 10. Several folks have volunteered to help since the last report. The committee has chosen a menu and centerpieces. They have also settled on a price of $13.75. It will be held in the Silver and Blue room, Dave Hansen will be the M.C., and there will be magicians. Twenty four retirees are being honored. Donations for prizes are coming in, but they still need more. They meet again on April 19th.

O. SEC Open House

Darley Jeppson reported that the Open House, which was on April 5, was a major success! The committee will be scheduling a final meeting for this year as a wrap up.

P. SEC Web Page

The web page is under construction. A picture of the SEC was taken and will be published in the near future.

Q. Special Interests Committee

The committee met. Iris Hochschild joined the committee.
- The committee role and name is being discussed
- Jeanie Pratt will attend the SNEA General Council Meeting in Carson City.
- Jeanie Pratt attended the accreditation forum and reported back that many classified employees did attend.
- Jeanie contacted Parking Services to alert the shuttle bus drivers about the importance of wearing seat belts.
- Noted that the copy center appears to be doing work that was previously charged as a printing service charge.

R. Student Services Food/Retail Dining & Catering Committee

The committee met on April 14, 2006.
The committee discussed adding a mix and match combination at the Mexican restaurant that is in the Business Building.

The required increase in pricing has been cut to 5%.

University Student Senator Marcus Hill does not support an increase.

An increase is necessary because utilities, etc. have gone up. Dining Services has only made a small profit 2 years out of a 7 year contract.

Dining Services is working on a value menu that will assist low income students by providing a $3 meal.

Goal: Get everyone on Advantage Cash—it is a benefit because it cuts taxes and provides a discount.

S. Student Union Advisory Board

No report was given.

T. Wolf Pack Advisory

A New Name has been developed by Jean Perry: Athletics Academic Committee.

U. Work and Family Taskforce

Meeting Cancelled.

V. University Disabilities Resource Coalition

No report was given.

Guest Speaker: Joe Crowley, Interim President

President Crowley reported that Senator Harry Reid was on campus this morning. Also, the search for the next president is moving along. He reiterated that he intends to leave by July 1. Bill Borges asked him to help bring attention to the Classified Staff Employee of the Month program in his dealings with people on campus, which he agreed to do. Since President Crowley opened the floor up to questions from SEC members.

Pat McDonnell brought up the recent loss of Chris Exline, and reminded us that he was a member of the Wolf Pack Advisory Committee. President Crowley commented that he is concerned that the committee is not playing the role that it should. He thinks that the committee should have representation by athletes and those involved in athletics as well as faculty and staff.

Bill Oberding asked President Crowley if he will stay on and teach after he is replaced by the new president. President Crowley responded that he intended to make “a serious effort” to retire after July, but later he mentioned that he may come back the following year to teach. Bill also wanted to know what Dr. Crowley thought of smart classrooms. Dr. Crowley said that he was not much into technology until the tail end of his first presidency when his interest started for computers and e-mail. He thought that it was a difficult transition in the classroom, but he enjoyed the learning process and he feels that the students benefited.
Phil Pert asked Dr. Crowley what one or two events were most significant during his first presidency. Dr. Crowley said that when he first started, there was a wall between the university and the community. This meant that when UNR would go to a legislative budget meeting, it was always a target. A legislative steering committee was formed. Community members and legislative members met all over the state for two or three biennia. This built bridges between the community and the legislature. As a result, 1985 was a particularly good legislative year for UNR.

Jewell Radcliffe asked him if he had any advice for us about a new president. Dr. Crowley believes that the key to success is to walk around campus, meet with the students, attend Pizza with the President, and meet with the SEC and the Faculty Senate. In short, the new president should just be visible within the campus community.

**Guest Speaker: Dr. Steve Zink, V.P for Information Tech**

Dr. Zink brought a PowerPoint presentation regarding the new Knowledge Center that is being built. Some highlights:

**Knowledge Economy:**

- Technology allows for a broad context of information and knowledge
- Zink has given a lot of talks nationally addressing the issue regarding the rise in technology and how it creates a “flat world”.
- The future is electronic

**Create an Environment for Innovation:**

- Environment has a direct impact on the ability to relax and learn. Zink gave an example of removing the “no eating and drinking signs” in the library because a comfortable environment is conducive to higher learning. The same is true for the “electronic innovation”.
- Comfort for the new generation includes being able to read directly from a computer screen and to utilize graphics and video instead of paper.
- Knowledge Center environment promotes students working in groups on projects with current technology applications.

**Building Design:**

- The new building was designed to match the current campus architecture yet still house modern technology.
- Construction started on March 20, 2006 and includes the largest concrete pour ever done in Northern Nevada. It will take 260 truck-loads of concrete over a continuous 12-hour period.
- The library will actually have books but the books will be retrieved by a robotic system.
- The Knowledge Center will interact with the old technology around campus.

**Community Asset:**

- Gracious Entry / inviting interior
- Nearby parking garages
- 200 seat auditorium for lectures, etc.
Gallery for changing and permanent art displays
4-story atrium

Guest Speaker: Penny Leathy: Campus Card Program

Penny Leathy joined the campus in June 2005. She worked with a campus card system at her previous place of employment in Central Michigan.

The university had an old computer system called “seaboard” which was recently replaced with a new innovative system called “blackboard” for use with the student/faculty/staff ID Cards for campus purchases including: copies and vending.

- The goal is to give the students/faculty/staff more options
- All cash registers were replaced to support the new system
- Lombardi is on the new system – has readers installed
- The libraries haven’t joined yet because of the concern that too much money is already attached to their current system. However, the new stations will be set up between the spring and summer sessions 2006
- Some readers accept Wolf Bucks
- Wolf Bucks can be used in the snack machines but Pepsi is not ready to get on board
- Wolf Bucks are not accepted in dining at this time. Advantage Cash is accepted.
- New ID cards can track spending and is meant to benefit the user by identifying spending patterns if requested.
- Old ID cards cannot be run on the old system due to the ISO numbers developed for the new cards.
- Library bar codes were transferred over to the new ISO numbers.
- Proxy security cards are not ready to be processed yet. Campus Police Services will maintain the security side related to who is qualified to receive a proxy card. The cards used currently will continue to work until the employee is notified of the change. There will be no charge to change proxy cards.
- Employee #s and Student ID # are used as an identifier, but the new ID cards will only display the ISO Numbers.
- Campus Card Program is researching the possibility of getting a bank to work with the new ID cards so students/faculty/staff can link into a bank account and the ID Card will work as a debit card. They are also researching the possibility of getting a bank on campus in the new Crowley Student Center.
- The ISO number is printed on the ID cards on the top of the card or on the back by the magnetic strip.
- Money can be put on the ID Cards at Cashiers or at Wolf Buck machines via cash or credit card.
- Lombardi has a separate card for employee family members and it is used in the new readers but has no affiliation with the HR System as family members are not recognized as employees.
- Wolf Bucks do not have an advantage over using cash, but they are very convenient, especially for the students.
IV. Open Discussion
   No discussion

Meeting adjourned at 4:18 p.m.