Executive Officers Present:
Melanie England (Chair), Theron Flavin (Vice Chair), Mike Leonhard (Treasurer), Lisa Taylor (Secretary)

Representatives Present:
Annie Abinanti, Jennifer Booth, Lee Brockmeier, Scott Brown, Robin Collins, Marilyn Daughnetee, Joseph Dawes, Jim Henley, Iris Hochschild, Janita Jerup, Shelly Lacey, Dana Lievanos, Denise Madole, Ken Palm, Cassandra Potts, Jimmie Ralls, Ida Roberts, Chas Stricker, Pamela Terango, Joanne Tully, Marie Tully, Beth Wood

Executive Officers and Representatives Absent:

I. Call to order. Pledge of Allegiance.

The meeting was called to order at 2:00 p.m.

II. Approval of Minutes

Minutes for November 2007 are approved with corrections

III. Committee Reports

A. Administrative Manual Committee
This committee did not meet.

B. Affirmative Action Committee
This committee did not meet.

C. Arboretum Board
Items discussed at the November 27th meeting included:
  ▪ Work in landscape at Benson Gardens. Three or more trees will be planted.
  ▪ A Weeping Giant Sequoia was planted in the Rosella Linskie memorial which is located between CFA and Student Services

D. ASUN
Several of the ASUN students involved in student government drove to Carson City on 12/7/07 and joined with students from WNC to march on the capital in protest of the
budget cuts. The ASUN senate passed a resolution opposing the budget cuts at their meeting last Wednesday 12/12/07. The resolution was sent to the Governor’s Office.

Fall semesters of the *Brushfire* and *Artemesia* have been distributed and are available in the Joe Crowley Student Union, the Ansari Business Building, and Getchell Library. Faculty, Staff, and students are encouraged to submit original written compositions to the *Brushfire*. They are accepting submissions for the spring semester edition. You can visit the website for more information: [http://asun.unr.edu/brushfire/](http://asun.unr.edu/brushfire/)

The *Nevada Sagebrush* is on hiatus until the spring semester (1/21/08). You can sign up for an online subscription to the Sagebrush at the ADUN website at: [http://www.nevadasagebrush.com/](http://www.nevadasagebrush.com/)

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E. **Athletics Advisory Committee**
No report given.

F. **Balloon Race Committee**
This committee had an unscheduled meeting as a result of a problem with a recipient of a scholarship. The recipient was awarded the scholarship when she was only enrolled in 9-credit hours but the university would not release the money because the requirement for this scholarship is enrollment in a minimum of 12 credit hours. The committee is working with the university to find a way for her to claim the award. One idea is to disperse the amount next semester if the candidate enrolls in 12 credits.

G. **Benefits & Compensation Committee**
Shelly Lacey from BCN HR was invited to join the committee. The committee recommends inviting a representative from BCN HR to speak to the council at least once per year. It is not necessary for this committee to meet monthly since the university is represented by BCN HR regarding benefits and compensation. The committee will meet as needed.

H. **Classified Employee Recognition Program**
This committee met on December 5, 2007 and chose two employees to be recognized for employee of the month in January.

I. **Classified Staff Development Fund / Education Leave**
This committee did not meet.

J. **Committee on the Status of Women**
This committee met on November 30, 2007 and discussed restructuring the committee. They also passed out a survey regarding a women’s center on campus.

K. **Elections Committee**
This committee did not meet.
L. Emergency Planning Advisory Committee (EPAC)
The letters of appointment for this committee have finally been sent out. The first meeting is scheduled for January 10, 2008.

M. Facilities Resources Committee
This committee did not meet.

N. Faculty Senate
No report given.
Minutes from the Faculty Senate Meeting are available at: http://www.unr.edu/facultysenate/Meetings/Index.htm

O. Occupational Safety Committee
This committee did not meet, however the committee members distributed an informational flyer and went out onto campus and polled the employees. Gift cards were given out to employees who could correctly answer questions relating to occupational safety.

P. Parking and Traffic Board
This committee did not meet.

Q. Police Advisory Board
This committee did not meet.

R. Police Services Board of Professional Standards
This committee did not meet.

S. SEC Bylaws
The committee reported that they have finally received a signed copy of the SEC Bylaws. A copy of the bylaws will be emailed to the SEC members.

T. SEC Luncheon Committee
This committee will begin meeting in January 2008.

U. SEC Open House
This committee will begin meeting in January 2008.

IV. SEC Web Page
This committee did not meet; however, a new link to the ombudsman website has been added to the SEC Website.

W. Student Services Food/Retail Dining and Catering Committee
This committee did a survey to find out what the campus community likes and dislikes. The survey showed that campus catering has improved. Some items of interest that were identified are:
- an outside open grill
• more organic juices
• sushi
• request for longer hours in the evenings at the Downunder Café

X. Student Union Advisory Board

The committee met and discussed ways to decorate the new union. The walls are currently blank and the committee considered using temporary art (such as photos of campus life) until permanent art is available. The committee welcomes ideas.

The committee also discussed relocating the post-it board to an area near Starbucks so it will have more visibility for flyers and announcements that are posted.

Y. University Disabilities Resource Coalition

A Power Soccer Event (played in electric wheelchairs) was held at the Virginia Street Gym on December 8th. Attendance was low but word of mouth should help increase the attendance of this type of event.

Betty Hammond from the State of Nevada, Department of Health and Human Services, Office of Disability Services made a presentation at the Joe Crowley Student union on December 11, 2007, to communicate what her office does and what services are available.

Access issues for the Joe Crowley Student Union were discussed in length.

• Parking: lack of disability parking at front entrance. The parking lot is a significant distance from the front entrance.
• Entrances: Doors do not have automatic openers, however, The American Disabilities Act doesn’t require automatic doors if it takes less that 15lbs of pressure to open the door.
• Convenience Store: The door to the convenience store is not automatic and the aisles are not wide enough to accommodate a wheelchair. This will be investigated and discussed with the store administration.
• Stairways: difficult to navigate for people with vision impairment

Z. Video Surveillance Committee

This committee did not meet.

A.A. Work and Family Taskforce

This committee met the last Wednesday of November. Iris Hochschild reported that the first Story-Time Event was lightly attended. The committee will try to have a story-time at least once a month. For more information, contact Iris at: irish@unr.edu
I.V.  

**Guest Speakers**

**Virginia Smith and Kendra Zamzow: Recycling on Campus  2:00 pm ~ 2:30 p.m.**

Virginia and Kendra passed around an Office Depot pamphlet to demonstrate that green supplies are available for purchase.

Virginia emphasized that the number one goal for campus is to increase the use of recycled paper and products. The second goal is to increase the use of green general office supplies and janitorial supplies. Virginia noted that the campus is really interested and recycling has increased by 200% in 2007.

Virginia shared some interesting information:

- The recycling team on campus collects 220 tons of recycled office products per year
- The university is paid $75.00 per ton which brings money to the university while reducing trash
- Recycling on campus has expanded to include copper, steel, aluminum, toner, ink, surplus property, and used cooking oil
- Recycling creates local jobs and campus jobs for students
- Recycling has a huge impact on improving the environment including water and energy conservation
- Random dumpster dives revealed that 36% of the trash had paper products that could have been recycled!!
- Motto: If it came from a tree: it can be recycled

Help the environment and bring money to the university by recycling!

V.  

**Open Discussion**

Melanie England reported that at the last Town Hall Meeting, a new campus committee was introduced called the Red Tape Committee. SEC Representation has been requested. Mike Leonhard has volunteered to be the SEC Representative for this new campus committee.

Melanie England announced that Erin McGarvey and her student worker have been working on a new brochure for the Staff Employees Council. The executive committee will review the new brochure and then send it to the Staff Employees’ Council for review. The new brochure will be available to be passed out at the Open House Event in April 2008.

Melanie England reported that Beth Wood has resigned from the university. Dana Lievanos has agreed to represent the area of Business and Finance through the end of
Beth’s term which ends in 2008. Dana will replace Beth on the Open House Committee and Luncheon Committee as well.

VI. **Next Meeting**

January 15, 2002
2:00 p.m. ~ 4:00 p.m.
RSJ, Room 304

Meeting adjourned at 3:00 p.m.