STAFF EMPLOYEES’ COUNCIL
November 20, 2007
RSJ 304
2:00 pm ~ 4:00 pm

Executive Officers Present:
Melanie England (Chair), Theron Flavin (Vice Chair), Erin McGarvey (Relations), Lisa Taylor (Secretary)

Representatives Present:
Annie Abinanti, Jennifer Booth, Lee Brockmeier, Scott Brown, Robin Collins, Marilyn Daughhetee, Jim Henley, Iris Hochschild, Janita Jerup, Shelly Lacey, Jennifer Laslo, Kenneth Palm, Andrea Pearson, Cassandra Potts, Ida Roberts, Pamela Terango, Joanne Tully, Marie Tully

Executive Officers and Representatives Absent:
Joseph Dawes (excused), Xanthea Elsbree (excused), Tatiana Gouem (excused), Mike Leonhard (excused: proxy: Kathy Warman), Denise Madole (excused), Jessie Payne, Jimmie Ralls, Chas Stricker (excused), Beth Wood (excused).

I. Call to order. Pledge of Allegiance.

The meeting was called to order at 2:05 p.m.

II. Approval of Minutes

Minutes for October 2007 are approved as is

III. Committee Reports

A. Administrative Manual Committee
Pamela Terango attended the October 25th meeting as an SEC Representative. The following topics are some of the items that were discussed:
Sections approved/updated
  • Host Expenses
  • Guidelines for Employee Recruitment
  • Purpose of the Manual
  • Travel Policies

B. Affirmative Action Committee
This committee did not meet.

C. Arboretum Board
No report given.
D. **ASUN**
The Joe Crowley Student Union opened its doors on November 5th so that inhabitants could start moving in. Offices include the Student Union Administration, GSA, ASUN, Center for Student Cultural Diversity, ASUN Bookstore, and the Wolf Card Office. Vendors will include Starbucks, JC&C Wireless, and the Silver State Credit Union. Eateries such as Port of Subs, Baja Fresh, Italian Eatery, Tahoe Creamery, and Keva Juice will open this spring. The Grand Opening Ceremony, starting with the Parade of Letters, took place on Thursday 11/15 from 11:30 – 1:00pm. The old ‘student union’ letters were removed from the old JTSU and were marched up to the new building. Speeches were conducted on the ‘plaza’.

Student fees were increased by $94 per semester for the past 3 semesters to fund the new building. Read Jordan Butler’s article on the ‘Perspectives’ page in the Sagebrush (11/13/07 edition).

E. **Athletics Advisory Committee**
Jim Henley met with the members of this new committee on 11/19/07. He reported that Cary Groth or Cindy Fox is interested in speaking at an SEC meeting to give an overview of the objective of the committee. The committee is currently working on building a rapport with the university departments and communicating out that the athletes at UNR are expected to attend as students first and athletes second with a required minimum GPA to be eligible to participate in sports.

F. **Balloon Race Committee**
No report given.

G. **Benefits & Compensation Committee**
No report given.

Iris Hochschild followed up with the committee and requested that the SEC review the survey that was circulated via email and provide feedback so the committee can get an idea of what classified staff may be looking for. Melanie England will contact Georgianna Trexler in Administration and Finance to find out the history of the committee and if it is a committee that should continue to be represented by the SEC.

H. **Classified Employee Recognition Program**
This committee met on November 7th and two classified employees were selected as employees of the month for the month of December. The committee is currently working on a letter that will be sent out to all nominees to let them know that they were nominated.

I. **Classified Staff Development Fund / Education Leave**
The committee met today. $400 has been awarded this semester to classified employees. The committee discussed having a booth at the open house and having a silent auction. The committee announced that another way to build the fund is through the option of using payroll deduction to donate toward the Classified Staff Development Fund.
J. Committee on the Status of Women
   No report given.

K. Elections Committee
   This committee did not meet.

L. Emergency Planning Advisory Committee (EPAC)
   The November meeting was cancelled. Letters of appointment must be distributed by
   administration before the committee will be scheduled to meet.

M. Facilities Resources Committee
   The committee met on November 13th. There were a number of items discussed
   including:
   • Studies on campus to determine if the 3 x 50 class schedule is more effective than
     the 2 x 75 minute classes. In Fall 2008, the hope is to have more classes set up
     with better technology.
   • Lincoln and Manzanita Hall is still a topic. 20 million dollars is needed to update
     the buildings (as a result of seismic activity). Lincoln Hall is the biggest expense.
     One viable option is to change Lincoln into classrooms only instead of using it as
     a dormitory.
   • Redfield campus
   • Available space in Nelson Building Basement - - the committee discussed that
     there is a lot of room but limited use for the space.
   • Proposal from DRI, SPPCO regarding Green power - - want to set up a wind
     generator to use as a teaching aid. The proposal will be taken to President Glick
     for approval due to the importance of the aesthetics of campus structures.

N. Faculty Senate
   Melanie England and Joe Dawes took turns attending the Faculty Senate Meeting that
   was held on 10/18/2007. The Chair’s report consisted of a discussion on an aggregate
   report that was published in a Las Vegas newspaper that focused on a policy proposal for
   consultation practices among NSHE faculty personnel. The Faculty Senate further
   discussed the pros and cons of implementing such a policy. Steve Rock, Faculty Senate
   Chair, would like help in shaping the report by having a discussion with the senate about
   it. The Faculty Consultation Team and the Student Advocacy Team members presented
   on services that are available to faculty and students through Counseling Services and
   Student Advocacy Services. The meeting summary is available at the Faculty Senate
   Website at:

   http://www.unr.edu/facultysenate/Meetings/Index.htm
O. **Occupational Safety Committee**  
   No report given.

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

Q. **Police Advisory Board**  
   No report given.

R. **Police Services Board of Professional Standards**  
   No report given.

S. **SEC Bylaws**  
   The revised committee is still waiting for signature from the president.

T. **SEC Luncheon Committee**  
   This committee did not meet.

U. **SEC Open House**  
   This committee did not meet.

IV. **SEC Web Page**  
   Erin is working on streamlining the information and requested that the SEC review the webpage to make sure the information is correct.

W. **Student Services Food/Retail Dining and Catering Committee**  
   No report given.

X. **Student Union Advisory Board**  
   No report given.

Y. **University Disabilities Resource Coalition**  
   No report given.

Z. **Video Surveillance Committee**  
   No report given.

A.A. **Work and Family Taskforce**  
   Iris Hochschild was unable to attend the meeting in October. She is able to report that the committee is working on making the campus more family friendly. Iris passed out a flyer to illustrate one project that the committee is promoting in this effort. The flyer is advertising story time on campus on December 1, 2007 from 10:30 am ~ 11:30 am in the Instruction Room of the Getchell Library. The story time is for children ages 4 to 7 accompanied by an adult. Iris asked that the SEC try to communicate the information to their departments since campus emails are no longer an available avenue for communication.
Iris requested an alternate committee member for this committee. Joanne Tully agreed to me the alternate for this committee.

I.V.  **Guest Speakers**

a.  **Charles Bullock, Dean, Health and Human Science  2:30pm ~ 3:00pm**

Charlie greeted the SEC and started off by explaining that the College of Health and Human Science was previously referred to as Health and Community Sciences. In a general sense, the department is all about the health and well-being for the community.

The College of Health and Human Science is made up of three schools and one department including Orvis School of Nursing, School of Public Health, School of Social Work, and the Department of Human Development and Family Studies. In addition to these schools, there are programs such as the self funded program CASAT, Childcare Facilities (4 on campus and 1 off campus), Center for Program Evaluation, Gerontology Academic Program, Nevada Center for Ethics and Health Policy, Campus Recreation and Wellness, and the Nevada Center for Health Statistics and Informatics. The college is working hard to have collaboration within the units.

Charlie discussed that the State of Nevada has the worst statistics in the country regarding extreme workforce shortage for Nursing and Public Health. Because of that, the college is looking at adding ways to get students to stay in Nevada. The college has a strong program that requires a minimum 3.4 GPA to get into the nursing program which results in producing exceptionally high quality nurses… but often the students move on to other states and the goal is to keep them in Nevada. The college has also recently started a master’s program for Public Health. The college has a 7% increase in enrollment and is looking strategically as to where they want to be in the next few years.

V.  **Open Discussion**

- Melanie England reported that the information regarding taxing classified employees for the use of tuition fee waivers was rectified and the money that was withheld has been returned to the classified employees who were taking graduate level classes and were taxed in error.

- Melanie England reported that money has been donated to the foundation specifically for classified employees to use toward taking any type of class whether it is toward a degree or not. The SEC has been contacted to be responsible for dispersing the funds. The SEC Executive Board will meet to further discuss to determine if there is an existing SEC Committee that would be appropriate to keep a record of the recipients of the funds.
• Bill Borges has resigned from the SEC Committee. He was in the last session of his three-year term but has been unable to attend committee meetings due to his regular workload. Georgianna Trexler in the Administration and Finance Office will provide the list of names that have been previously nominated to represent the area of Facilities Operations to see if there is a candidate who will be able to finish out Bill’s term.

VI. **Next Meeting**

December 18, 2007  
2:00 p.m. ~ 4:00 p.m.  
RSJ, Room 304

Meeting adjourned 3:08 p.m.