STAFF EMPLOYEES’ COUNCIL
August 19, 2009
William Raggio Building, Room 1002
2:00 p.m. ~ 4:00 p.m.

MINUTES

Executive Officers Present:
Theron Flavin (Chair), Annie Abinanti (Vice Chair), Marie Tully (Secretary)

Representatives Present:

Executive Officers and Representatives Absent:
Kim Bonnenfant (excused), Joe Dawes (treasurer-excused)-proxy Catherine Sloan, Dorothy Barry, Angela Brasil (excused), Jodie Helman, Jennifer Laslo, David Lenzner, Denise Madole (excused), Julie Martinez, and Chas Stricker.

I. Call to Order:
The meeting was called to order at 2:05 pm.

II. Approval of Minutes
Minutes for July 2009 are approved.

III. Committee Reports
A. Administrative Manual Committee
The committee did meet however the minutes have not yet been approved.

B. Arboretum Board
- Sidewalk repairs around the Quad will being in August and be completed ASAP
- A tree in front of Getchel has a cavity which in increasing in size. The tree will be removed on August 1st.
- A motion was passed to use Board funds to replace the Freedom Tree (20-25 gallons in size)

C. ASUN
No report.

D. Athletics Advisory Committee
No report.

E. Balloon Race Committee
There is a fund raising event scheduled for this Saturday at Vino 100 at Double R Blvd. and South Meadows Parkway. There will be tethered balloon rides for $5.00 and other memorabilia for sale. Starbucks will be at the event from 7:00AM to 6:00PM. The sales
are short for the raffle tickets and pins this year. The UNR balloon will be set off on September 10 from the UNR quad. The Reno Balloon Races will be held September 11-13 at Rancho San Rafael Park.

F. Benefits & Compensation Committee
No report.

G. Classified Employee Recognition Committee
The committee met with Georgianna Truxler to discuss the history and possible changes to the Classified Employee of the Year award proposed by the committee. The proposed changes include: change the title of the award to “The (year) Distinguished Classified Employee Award”; notification of the winner prior to the Honor the Best ceremony so the person could invite family to attend. Ron Zurek and his office are supportive of the committee’s recommended changes and will take them to the President’s Committee who are examining two other awards.

Additionally, guidelines updated by the committee include the following: individuals should only win this annual award once; annual evaluation ratings are to be removed from the guidelines; nominations will be due the first work day of March to allow ample time for processing; add a line indicating the designated year of the award is the same as the year it is received (e.g. the 2010 Honor the Best ceremony will be for “The 2010 Distinguished Classified Employee”).

H. Classified Staff Development Fund/ Education Leave
Committee did not meet.

I. Committee on the Status of Women
Committee did not meet.

J. Elections Committee
SEC Board Elections were held at the previous meeting in July.

K. Emergency Planning Advisory Committee
Committee did not meet.

L. Facilities Resources Committee
ASUN students have asked to have the old Jot Travis Wolf Den made into a satellite student lounge. However the cost for renovations to fit the ADA guidelines is $270,000 so this idea will have to be tabled until funding is available. Lyle Woodward presented drawings for the monument site in front of new Microbiology Building. The names on the signage have been sent on to President Glick’s office for review. Signage outside the Joe Crowley Student Union for businesses in the building has been proposed for three sites. The electronic sign for Lawlor Events Center will be updated. The other major issue discussed was proper signage for “NO SMOKING” signs on university buildings.

M. Faculty Senate
The minutes of all faculty senate meetings are located on their website: http://www.unr.edu/facultysenate/

N. Occupational Safety Committee
Committee did not meet.

O. Parking and Traffic Board
Committee did not meet.

P. Police Advisory Board
Committee did not meet.

Q. **Police Services Board of Professional Standards**
   Committee did not meet.

R. **Red Tape Committee**
   Committee did not meet.

S. **SEC Bylaws**
   Committee did not meet.

T. **SEC Luncheon Committee**
   The Committee held a meeting in June to discuss ways to improve the luncheon for the next year and elected Janita Jerup the chair of the committee for next year.

U. **SEC Open House**
   Committee did not meet.

V. **SEC Web Page**
   Committee did not meet.

W. **Student Services Food/Retail Dining and Catering Committee**
   Committee did not meet.

X. **Student Union Advisory Board**
   Committee did not meet.

Y. **Committee did not meet.**

Z. **Sustainability Committee**
   Committee did not meet.

AA. **University Disabilities Coalition**
   Committee did not meet.

BB. **Video Surveillance Committee**
   Committee did not meet.

CC. **Work and Family Taskforce**
   Committee did not meet.

IV. **Open Discussion**
   Please welcome the 2009-2010 SEC executive board:
   - Chair – Ida Roberts
   - Vice Chair – Janita Jerup
   - Treasurer – Joe Dawes
   - Secretary – Jane Gardner
   - Public Relations coordinator – David Lenzner

Chair Theron Flavin introduced Provost Johnson who then welcomed the new representatives to the SEC stating the importance of the SEC Representative’s role in keeping the communications going throughout the university community. UNR Faculty and Staff will be welcoming the new students to the university this weekend at the opening ceremonies. This is a great opportunity for us to create an atmosphere for learning and research. Please remember if you have concerns or questions to contact President Glick or Provost Johnson and they will address them for you. It is very important for us all to communicate openly in an effort to improve the faculty and staff morale. A question and answer period followed between Provost Johnson and the Representatives.
New and current representatives attending introduced themselves to the committee.

V. **Next Meeting**
September 15, 2009
2:00 p.m. ~ 4:00 p.m.
RSJ, Room 304

The meeting adjourned at 3:30pm.