MINUTES

Executive Officers Present:
Scott Geib (Chair), Phyllis Snedeker (Secretary), and Linda Goar (Treasurer)

Representatives Present:
Patti Bussio, Jenn Donald, Jane Gardner, Margo Grubic, JoAnn Hoskins, Nancy Kelly, David Lenzner, Shelly Madalinski, Chet Payne, Gary Price, Erinn Thomas, Kathleen Thomson, Barbara Wiley and Erik Williams.

Representatives Absent:
Jamie Ahumada, Christopher Chadwick, Dawn Harris, Melissa Glenn, Julie Bradt, John Krieger, Julie Martinez, Stephanie Neill, and Lester Thomas

By Proxy:
* Theron Flavin, proxy for John Krieger (Vice Chair)
* Penny Jenkins, proxy for Julie Bradt
* Frieda Dizon, proxy for Stephanie Neill

Guests:
Jim Richardson was to be the guest speaker, but he was unable to attend.

I. Call to Order:
The meeting was called to order at 2:01 pm.

II. Approval of Minutes
Minutes for November 19, 2010 were approved.

III. Committee Reports

A. Administrative Manual Committee
Did not meet.

B. Arboretum Board
Did not meet. Will meet in January.
C. **ASUN**
   ASUN Committee did meet, Margo Grubic reported that there was nothing new or significant to report at this time.

D. **Athletics Advisory Committee**
   Did not meet.

E. **Balloon Race Committee**
   Margo Grubic plans to have this committee meet in February to start planning for the 2011 Balloon Race participation.

F. **Benefits and Compensation Committee**
   Did not meet. However at this time Scott Geib encouraged all to write to new legislative government if so inclined, to express concerns over health and budget cuts.

G. **Classified Employee Recognition Committee**
   Linda Goar reported that the committee is receiving nominations of great people. She was happy that involvement in the nomination process has increased. The committee wants to thank everyone for continuing to get the word out for nominations.

H. **Classified Staff Development Fund/Education Leave**
   Erik Williams reported that the committee did not meet but a meeting is January is anticipated.

I. **Committee on the Status of Women**
   Did not meet. No new word on this committee.

J. **Elections Committee**
   Did not meet.

K. **Emergency Planning Advisory Committee (EPAC)**
   Committee did meet but SEC committee member, Nancy Kelly was unable to attend at that time.

L. **Facilities Resource Committee**
   Committee met and David Lenzer submitted the following report:

   - The rifle range is being moved to a Valley Road building, from its old space where the new shake lab is being constructed. This should be a 5 – 10 year temporary home for the rifle range
   - Overlook signage is approved and will be placed to the left of the concrete stairs leading up into the Overlook from near the Davidson parking lot.
   - The Bodawgs hot dog trailer could be moving to the area behind the Virginia St Gym near the bus stop. The concept has been approved by the FRC and is pending
further approval from the President’s office. Residential Life, Housing, and Food Services is working out details with the vendor.

- The Writing Center has proposed a temporary sandwich board sign to be placed outside of Mackay Science Building. The sign will come down after a few weeks into the semester.
- Building signage on the Center for Molecular Medicine has been proposed for the Stanford Center for Aging.

Financial Aid proposed to convert FSS 310 from storage to a video conference room.

- The Center for Program Evaluation proposed to convert room SFB 212B to a grad assistant office.

M. Faculty Senate
No meeting, no report.

N. Occupational Safety Committee
The OSC met on December 6, 2010 and reviewed a draft for a Winter Weather alert poster to be in all of the campus buildings. Some poster art was added to make it more eye catching and the committee voted to approve the poster so that facilities can post in all of the campus buildings as soon as possible.

O. Parking and Traffic Board
They did not meet in December. However, Theron Flavin discussed briefly that the new dorm construction was leaving only the Sierra Street Garage for dorm student parking as the surface lot is where the construction was taking place. While the garage will be full, parking was careful not to oversell permits for the remaining spaces left in the garage.

P. Police Advisory Board
Did not meet.

Q. Police Services Board of Professional Standards
Did not meet.

S. SEC Bylaws
Theron Flavin reported for John Kreiger. Committee did meet and Article 9 was updated with changes defining what it means to be a committee member. It was suggested that before ratifying bylaws prior to elections in June to first discuss with Ron Zurek. Possibly have Mr. Zurek speak in a few months. Scott mentioned the SEC committee members will go line by line through the changes that were
addressed by the outgoing members last year and will send for discussion and approval to all SEC current members.

T. **SEC Luncheon Committee**
Jane Gardner said that she plans to meet in the new year with the committee members and proceed planning.

U. **SEC Open House**
No meeting, however Erik Williams said that he plans to meet with the members soon to start planning. There was discussion as to how best to share donations as a whole with the SEC Luncheon Committee. Scott and Theron both spoke in support of being on the committee in an effort to have more members sign up if they still needed a committee to volunteer on.

V. **SEC Web Page**
No meeting, however Dave did say that the Web Page has been updated with the recent photos of the current SEC committee members.

W. **Student Services Food/Retail/Dining/Catering/Committee**
Lester Thomas was on vacation, however it was mentioned by Scott Geib that “Einstein’s Bagels”, was going to go into the location where Tahoe Creamer was inside the Joe Crowley Student Union. It should be open by Spring semester.

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

Y. **Sustainability Committee**
Sustainability Committee – Met 12/15/2010
Linda Goar submitted the following:
This campus has 3 permits with Washoe the Air Quality Board
Heat Plant
Back-up Generators
Broad permit for Fume Hoods
This campus carefully monitors what chemicals come on campus – currently inventory approx 85,000 bottles of chemicals. The difference (what comes on campus, balance at end of month) is the fumes.
We are currently in the second year of a 3-year grant which covers renewable energy, recycling, and energy efficiency. Part of the energy efficiency is replacing LED lighting in the parking areas. Currently the cost is $8,000/month. The hope is to reduce this cost by 2/3’s.
Education – part of the grant – is what the committee will address this year.
In January the Transportation department will have 2 rental cars available for $8/hour which includes insurance.
For current information, the Sustainability website is constantly updated.
Z. University Disabilities Coalition
   They did meet in December due to a flood.

A. B. Work and Family Taskforce
   Did not meet.

IV. Open Discussion

V. Next Meeting

   February 15, 2011
   At the Joe Crowley Student Union Building
   Rita Laden Senate Chambers, Third Floor
   2:00-4:00 p.m.

   The meeting adjourned at 3:29 PM.

Respectfully submitted by:
Phyllis Snedeker
Secretary, SEC Committee 2010-2011