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

Representatives Present:
Edwin Ahumada, Julie Bradt, Patti Bussio, Christopher Chadwick, Jenn Donald, Melissa Glenn, Lee Green, Margo Grubic, Dawn Harris, JoAnn Hoskins, Nancy Kelly, Julie Martinez, Lynda McLellan, Stephanie Neill, Chet Payne, Angelina Shaw, Erinn Thomas, Lester Thomas, Barbara Wiley, Erik Williams

Representatives Absent:
Sylvia Barney, David Lenzner, Gary Price, Kathleen Thomas

*Karla Narcesse, was unable to have her travel approved and a phone conference was initiated - however, from our side the attempt to connect with her was unsuccessful.

I. Call to Order:
The meeting was called to order at 2:03 pm.

Guests: Guest Speaker, Provost Marc Johnson spoke to the “State of the University” and what will be the likely outcome of the 2011 Legislative Session and to what Governor Sandoval has proposed for State Workers. Guest speaker, Economist, Dr. Elliot Parker spoke to the harsh realities of what effect the proposed cuts will have on individual State Employees as well as the State’s economic health. Both discussions ran long and time for the review of the SEC Bylaws was postponed to the March SEC meeting.

II. Approval of Minutes
Minutes for January 18, 2011 were approved.

III. Committee Reports

A. Administrative Manual Committee
University Administrative Manual Committee did meet and Stephanie Neill reported the following: January 6, 2011 Updates reported at the SEC, February 15th meeting.

a. Payment and/or Reimbursement of Moving Expenses – Section 2,540 –Tim McFarling
b. Facilities and Administrative Rates – Section 1,111 – Submitted by Tammy Freeman


The above sections have been approved and updated in the UAM

B. Arboretum Board

Arboretum Board did meet and Erik Williams reported the following:
The Arboretum Board discussed plans to install a water feature next to the steps on the
North side of Laxalt Mineral Engineering; and about adding another water feature to
the cherry blossom garden next to the Planetarium.
We discussed the possibility of adding some kind of structure to Jimmie’s garden next
to Manzanita Lake. We also had a discussion about the preparations for having an
Arbor Day event during the last week of April outside of the student union building.

C. ASUN

ASUN Committee did meet and Margo Grubic reported the following:
Consolidate various Programming Departments into one department of Flipside
Programming
A – Director, B-Associate Director, B1- Programmers, B2- Student Volunteers, C-
Associate Director of Traditions which would oversee Homecoming Week, work
w/Clubs & Organizations, Blue Crew Establishment and Student workers.

EPAWS will be called “My Nevada” for students it will include advising report, class
schedule, and UNR Catalog. It will also have links to ASUN Bookstore so you can
purchase books through bookstore. In late February some students are going to get
into system for an early test and by early March ALL students will be into “My
Nevada”. For Fall 2011 you will be able to plan your class schedule “My Nevada”.
April 1 will start priority registration for all athletes and honor students and April 4 sill
start enrollment appointments.

D. Athletics Advisory Committee

Did not meet.

E. Balloon Race Committee

Balloon Race Committee did meet and Margo Grubic reported the following:
We met on Feb. 15 and we discussed ideas for a new pin and how many raffle tickets
to print out. Next Meeting is March 1, time 12 noon, and location Joe Crowley
Student Union room #324.

F. Benefits and Compensation Committee

Did not meet.
G. **Classified Employee Recognition Committee**
Linda Goar reported that the committee did meet and there was good news and bad news. There would be no parking pass awarded this year to the Classified Employee of the Year; however the $1000.00 award would still be awarded.

H. **Classified Staff Development Fund/Education Leave**
Erik Williams reported that the committee did meet and approved two applications and have one pending application at this time.

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)**
This committee will meet on February 17, 2011.

L. **Facilities Resource Committee**
Committee met and David Lenzner submitted the following report:
Marie Stewart from the ASUN Bookstore proposed to renovate the ASUN Bookstore Convenience Store. The plans are to make the convenience store more open, and to have a market-type feel to it. There was no opposition from the Facilities Resource Committee for the proposal.

M. **Faculty Senate**
Faculty Senate met on January 20, 2011 and Scott Geib reported the following:

- Budget Issues
- Financial exigency
- *Guest Speaker President Milton Glick
- 20 Percent reductions
- Restructuring Higher Education
- RGJ Articles
  - College Town
  - Which Reno?
  - Economy 2.0
- Financial Exigency – against – however not ruling it out
- Business must support the University
Faculty Senate Chair (resumption of chairs report)
Regents special meeting
RFA – requiring faculty signature to add class
PEBP announced Budget Velocity Committee

Guest Speaker
Integrate – a three component system
PeopleSoft is the only component we purchased ($30,000,000.00)
Launch by March 1, 2011

New Business
Maureen Killenny has resigned her position as one of the CABNR Faculty Senate Representatives. She has left the University System.

Economic impact of the University
UNR is the 15th largest employee in Nevada

N. Occupational Safety Committee
Did not meet.

O. Parking and Traffic Board
Did not meet.

P. Police Advisory Board
Police Advisory Board did meet on February 3, 2011 and Stephanie Neill reported the following minutes:

In attendance: Stephanie Neill, Mitch Bottoset, Chris Partridge, Jody Cram, Piotr Wiewior, Adam Garcia, Gini Vogel, Jeanine Menolascino, Linda Myers, Debbie Penrod, Eric James

Meeting brought to order at 1:04 pm by Chair, Stephanie Neill
Introductions: Board members introduced themselves

1. Davidson Academy project: Jody Cram, parent advisor from the Davidson Academy, gave a background on the collaboration between UNRPD and the Davidson Academy for a pedestrian safety project. A grant from the Nevada Office of Traffic Safety has allowed the two departments to collaborate on a project to address pedestrian safety on N. Virginia and N. Sierra Streets. Some of the grant activities so far have been special enforcement by UNRPD, a survey taken by students, faculty and staff, and a Pedestrian Safety Pledge. Davidson students set up a table at N. Virginia and Artemisia and asked students crossing there to sign a pledge to cross safely. Those signing receive a dog tag, and other handouts. Board members were given the opportunity to sign the pledge.

Jody explained some of the survey results and shared some comments received from those who took the survey. The survey asked “do you feel safe” crossing the street and “have you seen a close call” - some taking the survey reported that they had been the close call. The project has grant funded t-shirts, info cards, pencils, and dog-tags as handouts.
Jody asked for student assistance with future pledge and survey activities.

2. Football season 2010: Commander Eric James gave a presentation on the enforcement during the 2010 season, and a comparison of incidents from previous years. He explained to the board that UNR is one of 3 or 4 campuses that still sell alcohol at campus football games. The majority of incidents officers deal with on game day are alcohol related. Over the past three years, policies and strategies have been implemented to reduce the negative effects of alcohol on game day. In 2008, 184 people were ejected from the stadium. In 2010, 63 people were ejected. Arrests decreased from 19 in 2008 to 2 in 2010. And people taken into Civil Protective Custody for intoxication decreased from 21 in 2008 to 12 in 2010. Because of policies that have been implemented and the collaboration that has been in place with the Office of Student Conduct since 2008, we have made some progress in changing the culture and atmosphere of game day. Alcohol policies are enforced by police, and students in violation are referred to Student Conduct for follow up. State and federal grants have helped us to make a lot of changes.

3. Crime Trends and Enforcement – Chief Garcia

   a. Budget
      i. Police Services has been asked to cut 10 to 15% from our dept. budget. This new request on top of the cuts made last year will be difficult to absorb. Like most state agencies, we are not sure yet how deep the cuts will be - but any cuts will definitely affect the service that we are able to provide.

   b. Property Crimes
      i. There were a series of break-ins on campus this past weekend. These incidents are under investigation - it appears they may be part of a larger group of incidents (18 burglaries on campus in the last month). The Commanders are putting together a response plan. UNRDP will also coordinate with the Reno Street Enforcement Team to find and arrest those responsible.

As reports come together, we continually find that doors have been left unlocked or propped open in buildings on campus. Recently, and officer responding to a building alarm found 9 doors open in that building. We are constantly reminding people to take help reduce crime by taking responsibility in locking their areas when they leave. Some of the reported burglaries were forced, but others occur because doors are left open.

1. Question: In the past there has been some controversy about the use of security cameras – is there any more thought on using technology to fight crime?
Response: Director Garcia stated that times do change. In the past, a lot of people were concerned that cameras were just a means of spying on people. Now more people want us to use cameras to help with crime prevention. We are aggressively and actively pursuing the purchase of additional cameras. Whenever we place cameras on campus, great care is taken to ensure that they are carefully placed not to violate privacy. Cameras are placed in public areas. If cameras are needed in sensitive areas due to recent crime or a specific case, those situations require the approval of the university president.

2. Question: What about Perimeter Security Technology?

Response: Director Garcia stated that we have been working on that but somebody has to fund it – and it’s usually the department needing/requesting those upgrades. That can be a problem for most buildings. We can make the recommendation but sometimes funding is just not available.

3. Is that technology included as part of new building construction?

Response: Director Garcia stated that, yes; all new buildings will have electronic access. As we respond to the older buildings we often find that numerous master keys are issued and they are not very well monitored. When there’s a breach, the entire building usually has to be re-keyed. When possible, we try to make new key policies as well.

4. Old business

Debbie Penrod stated that in order to better comply with the By-Laws; the roster will be updated this spring. Also, the By-Laws state that the board should meet at least twice per semester so we will schedule an additional meeting before the end of the school year.

a. New business
   No new business was presented at this meeting.

b. Next meeting end of May – Debbie will send out a Doodle request

c. Meeting adjourned by Chair at 1:45 pm

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

R. Red Tape Committee
   Did not meet
S. **SEC Bylaws**
   Bylaws Committee did meet to discuss the draft to be presented to the SEC Committee at the March SEC meeting.

T. **SEC Luncheon Committee**
   The Luncheon Committee did meet on January 26, 2011, and Erinn Thomas reported the following: The budget for the event was discussed, delegation of tasks began and they started a time frame to complete the tasks. Future meetings were scheduled and creative ways to help keep the cost of decorations down, including other ways to save money while still putting together a successful event. They will meet again on February 18th.

U. **SEC Open House**
   Open House Committee did meet and Erik Williams reported the following: We’ve met twice, and decided this year to go with the theme “A Midsummer’s Night’s Dream” to go in conjunction with the Theatre Department’s performance in April. Our budget has been turned into Ron Zurich’s office. This year they’re paying for the rental of the ballroom, and gave us money for decorations. We’ve already discussed borrowing some decorations, using some from past SEC events, and purchasing some new ones. The event will take place on April 13th from 10:00 am to 1:00 pm.

V. **SEC Web Page**
   No meeting.

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

X. **Student Union Advisory Board**
   Scott Geib attended this meeting as proxy for Chris Chadwick. There was an update as to when Einstein Bagels would be opening. It intends to open by Spring Break and the hours of operation will be 8:00 a.m to 5:00 p.m. Discussions ranged from Map-Works to the Joe Crowley Student Union Web Site which is working on Online reservations.

Y. **Sustainability Committee**
   Did not meet.

Z. **University Disabilities Coalition**
   Kathi Thomas was unable to attend the University Disability Resource Coalition Meeting; however she submitted the following: Minutes: Tuesday, February 8, 2011
Introductions: Suzi Stempeck from Computing & Telcomm

1. Deaf Basketball Tournament:
   - Mac will make sure this event is on the event calendar
   - Keith Hackett and team will make sure the gym is open and lights are on. If a couple of chairs and tables are needed Keith will handle.
   - Mac will look in to if interpreters are needed.
   - Players will dress at hotel; there will be no extra dressing or locker rooms
   - DRC is handling parking costs.
   - Not sure how many teams will be participating.
   - Friday volunteers may be needed. Mac will send out an email to the committee once she finds out if and how many volunteers are needed.
   - Mac and Keith will meet early Thursday (of the event) with the coordinator.

2. Keith Hackett:
   a. Mackay Stadium projects: Keith submitted a work request for hand rails. A year ago they had the elevator put in. Trying to get funds, it is a high priority to push projects and upgrade facilities to meet ADA requirement.
   b. Special Olympics: Will host on June 4th at the Mackay Stadium. They will be using the pool and stadium. About 200 will participate. UNR athletes will be there to hang out with the participants.

3. Brown bag workshops update: Geoff spoke with Sally Morgan regarding the brown bags. She likes the idea and spoke with student advocacy. Wanting to start after spring break.

4. Universal Accessibility Web Standards (Bill Oberding): Bill brought Suzi as a guest to discuss web design.
   - Need to find consistency through web design on campus.
   - The use of WebCt and items placed on it, i.e. pdf’s become inaccessible to disability users.
   - Need to educate web designers and faculty members.
   - Use certain guidelines. We all agreed it would be nice to have a standard university policy.
   - Suzi will work with Med School and check with IT and Integrate Marketing regarding new website design.
   - Make power points more accessible.

5. Update on Evacuation Chairs: Lyle has a list of where they need to go. He will update us next meeting.

A.B. Work and Family Taskforce
Stephanie Neill reported that the Work and Family Task Force met on January 26th and discussed the goals/mission of the committee. I asked for a copy of the goals/mission and haven’t received it yet.

IV. Open Discussion
V. **Next Meeting**

March 15, 2011  
To be held at the Joe Crowley Student Union Building-  
Rita Laden Senate Chambers, Third Floor  
2:00-4:00 p.m.

The meeting adjourned at 3:58 PM.

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