Staff Employees Council (SEC)
Meeting Minutes
October 16, 2012

Representatives Present: Jacob Cann, Christopher Chadwick, Anette Christensen, Katherine Dirk (Secretary), Peter Dieringer, Jorge Farinacci, Melodie Gander, Lee Green (Public Relations Coordinator), Rebecca Hess, Nancy Horowitz, Kristen Kabrin (Chair), Nancy Kelly, Linda Kuchenbecker (Vice-Chair), Cheyenne Magpantay, Cynthia Olivo, Asta Ratliff, Phyllis Snedeker (Treasurer), Augusta Washington, Barbara Wiley, and Erik Williams (Ex-Officio Chair).

Representatives Absent: Jeremiah Bolger, Dana Bratcher, Patti Bussio, Nancy Grower, Lynda McLellan, Chris Mikulich-Cook, Jennifer Nelson, Judy Otteson, Gary Price

Guests: Provost Heather Hardy; Jim Richardson, Director of Justice Studies; Graham Kent, Director of the Nevada Seismological Laboratory.

I. Call to Order: The meeting was called to order at 2:02 pm.

II. Roll Call.

III. Approval of minutes: September meeting minutes were approved.

IV. Guest Speakers:
   a. Provost Heather Hardy
      - The Governor made recent remarks rescinding the restoration of pay and ending furlough. The Board of Regents did recommend restoration of pay. There will be more information in December; we are in ‘wait-and-see mode’ as the governor puts together his budget that will be submitted in January, and if the legislature will adopt the governor’s budget and tinker with it, or toss the budget like the previous session. Over the next year, furlough and pay will remain the same, because it is part of the current biennium.
      - Some departments have done what they can, such as beefing up grants for junior researchers that were hard hit, while some colleges have chosen to pay more for grant-in-aid for books.
• Provost Hardy has heard that classified staff has stepped up, and “personally wanted to tell you how much I appreciate that.”

• There is talk about the state budget and the impact of the healthcare act on state Medicaid.

• Hope to get Regent approval to spend excess student fees. Happily enrollment continues to increase, and full-pay non-resident students have doubled. There has been a request to advance some monies so that large-scale maintenance projects can be done. In the previous fiscal year, they were able to undertake some deferred maintenance projects; advancing the money this year would give facilities time for planning and execution.

• The call for proposals for instructional equipment/technology received 5 times more proposals than expected, so there is a pent up need. Will be reviewing proposals.

• Update on the funding formula from the ‘Legislative Committee to Study the Funding of Higher Education’ and the Board of Regents:
  o Provost Hardy encouraged everyone to look at the proposal on the Board of Regents’ website as it is fairly complex. [Report on the formula from the Board of Regents’ special meeting on 8/24/12 can be found here: http://system.nevada.edu/tasks/sites/Nshe/assets/File/BoardOfRegents/Agendas/2012/aug-mtgs/board/BOR-5.pdf]
  o The new funding formula would allow institutions to keep their tuition and fees.
  o There are two main parts to the new formula. The first is a base budget that is based on weighted student credit hours. The second is a performance pool budget that is based on performance metrics. There is a UNR faculty committee looking at the performance piece.
  o There is gubernatorial support and legislative support for this formula.

b. Jim Richardson, Director of Justice Studies

• Robert’s Rules of Order was developed by Henry Martyn Robert. Robert has chaired a meeting that was disorderly, so he researched how meetings were run and developed a set of rules that are meant to accomplish civility in meetings. The rules are designed to promote majority rule, with a great deal of respect for minority opinions.
Director Richardson handed out copies of the Parliamentary Procedure Motions Chart (See attached. Abbreviations: S=motion must be seconded, D=motion debatable, A=can be amended, M=majority (50%+1), R=can be rescinded/reconsidered).

- Some basics:
  - Action item. If somebody want to bring something up, stand or raise hand, make a motion.
  - The motion has to be seconded. Motion should not be talked about except in brief to describe it. When motion is seconded, then it is debatable.
  - People can speak one time until everyone has spoken. Everybody gets a turn before you speak again. Chair can say, “You can speak twice.” Committee member can object. For SEC meetings – to request a turn to speak, place your namecard up sideways to easily denote request.
  - If someone has made a motion and you don’t think it is right, call to question – takes precedent.
  - Limit debate – stop conversation and vote.
  - Anybody can amend a main motion.
    - Must discuss amendment, and then vote.
  - Friendly amendment – persons who made motion and seconded accept
  - Table it – on the table forever – motion needs more information
  - Postpone – first item on next agenda
  - Postpone indefinitely – never talk about it again
  - You may interrupt a speaker to ask for a point of information or seek clarification – parliamentary inquiry
  - Question of privilege or point of privilege – something personal, such as if a person needs to go to the bathroom during a vote, or if someone can’t hear
  - Point of order – not following rules
  - Appeal the ruling of the chair – can be done if a voice vote taken and not clear who won or lost.
  - Call for secret ballot – can be done if an issue is contentious

C. Graham Kent, Director of the Nevada Seismological Laboratory
Thursday, October 18, 2012 at 10:18 am is the Great Nevada Shakeout. At that time, drop, cover, and hold on. No longer current practice to run for the doorway, can get hit by debris. If in a car, stop car in clear area, not under an underpass.

Do not run out from buildings. Something learned from the large 6.3 earthquake in February 2011 in Christchurch, New Zealand is that buildings peel out – they collapse outward. On campus, there has been a partial collapse of a building, due to an earthquake in Truckee, CA in the 1960s.

Go to the Nevada Seismological Laboratory website for more preparedness information, including the 7 steps to protect your house, forming a family plan, and determining out-of-town contacts.

Statistics: Nevada is 3rd in the country in the number of large earthquakes. There are approximately 3 magnitude 7+ earthquakes every century, 1 magnitude 6+ every decade.

Build a resilient community. The more we can mitigate, the better it will lessen the impact. There would be significant impact on emergency services, recovery, rebuilding.

1954 was the last 7.0 earthquake in Nevada, in Dixie Valley and Fallon. So statistically, Nevada is due for another large earthquake. Need to be prepared!

d. Katherine Dirk – SharePoint presentation. A motion was made to table the presentation due to time, motion seconded.

V. SEC Committee Reports: Due to time, reports were postponed. Council members were asked to send reports to Katherine Dirk, Secretary.

VI. Open issues:

a. SEC Newsletter – the newsletter has been drafted, and it just needs a name! Chair Kristen Kabrin asked members to email her suggestions for a title by Friday, 10/19/12. If there are none, then it will simply be named SEC Newsletter.

b. Committee assignments for new members - Chair Kristen Kabrin needs committee assignments by tomorrow, 10/17/12.

VII. New business:

a. SEC Bylaws committee: Postponed.

VIII. Adjournment: Barb Wiley motioned, Melodie Gander seconded to adjourn at 4:00 pm.