University of Nevada, Reno  
Staff Employees Council (SEC)  
Meeting Minutes  
April 16, 2013  
Reynolds School of Journalism, Room 304

Representatives Present: Ashley Andrews, Jacob Cann, Katherine Dirk (Secretary), Melodie Gander, Lee Green (Public Relations Coordinator), Rebecca Hess, Steven Hollingsworth, Nancy Horowitz, Kristen Kabrin (Chair), Nancy Kelly, Linda Kuchenbecker (Vice-Chair), David Lockyer, Cheyenne Magpantay, Chris Mikulich-Cook, Shannon Sisco, and Erik Williams (Ex-Officio Chair).

Representatives Absent: Anette Christensen (excused), Bonnie Coker, Lynda McLellan, Maureen Morton, Cynthia Olivo, Asta Ratliff, Phyllis Snedeker (Treasurer).

Guest speakers: Provost Kevin Carman; Terina Caserto, Director of Veteran Affairs.

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

II. Announcements:
   a. Survey results and resolution: There was a 36% response rate, which is good for the short time the survey was available. Of the responses, there was 64% in favor, 35% not in favor, and less than 1% abstained. When Chair Kristen Kabrin discussed this to President Johnson, he said that we are giving him our opinion so it is within our scope of the council. Chair Kristen Kabrin also emailed Mary Dugan, legal counsel for the University, and Ms. Dugan also said that it is well within our scope to poll constituents. She will be coming to a future meeting to discuss scope.

   b. Updates from President Johnson regarding questions from March meeting:
      • SharePoint is not going away. There are technicians and programmers that are getting trained on it to provide support.
      • Tobacco-free campus is on hold. There is no way to enforce it and no consequences if one gets caught. The idea was not to be just smoke-free, but also all tobacco-free.
c. SEC Benefits and Compensation Committee: right now there is only 1 committee member. The bylaws require 3 committee members, need representatives to be members.

d. Emails from State of Nevada: Chair Kristen Kabrin has been trying since September to get the state emails to University employees. Since University employees are not part of the state’s NEATS (Nevada Employee Action and Timekeeping System) we do not get the state-wide emails and we also don’t get access to the benefits section on the state website because we have no NEATS login. A recent email from Governor Sandoval regarding furloughs was forwarded to staff via Vice-President Ron Zuerk’s office, with questions about the e-mail directed to Tim McFarling, Assistant Vice President of Human Resources. It is hoped that in the future, state emails will be forwarded to University staff through him.

III. Guest Speaker: Provost Kevin Carman

a. Provost Carman shared an update on his listening tour. He has met with 36 of the 47 departments/programs scheduled, most recent being Family Medicine. What has really struck him has been how different departments are different. This supports the idea that he didn’t want to have one mass meeting. It has been useful to hear different perspectives. He has been taking copious notes and has a binder-full. The University has gone through a very different period, and programs dealt with it in different ways. There is a sense that programs feel it, have been threatened, whether they’ve been through it or not. There’s a feeling of hunker down, circle the wagons. Been talking about multidisciplinary work but that is affected. Small department have small staff that is irreplaceable, which is concerning. Need to figure out ways to intersect and help each other out. We have very committed people on staff and faculty here. Think there’s a reason for optimism, do think that budget cuts are over. Has become sensitive to very lean staff, using funds, and thinking carefully about investment in staff.

b. Provost Carman opened the floor for questions.

- Public Relations Coordinator Lee Green asked if the tour was generating thoughts, solutions? Probably not complete, but generating thoughts? Provost Carman said that yes, a good example is that he just came from meeting with Family Medicine and asked are there barriers that can be brought down that can help? Family Medicine works with Social Work. Some impediments about how interns are supervised. Challenges for physicians in rural areas – can Extended Studies be a great interface in getting physicians
in rural communities? There’s benefit in going around and talking to groups – CABNR’s Dietetics and Nutritional Science have some cross listed classes and interns.

- Representative Jacob Cann asked the departments in the listening tour was academic, administrative, or both? Provost Carman said that it was both. There is administrative perceived barriers, in that science and liberal arts are concerned about who is getting credit when most classes are taught in science but liberal arts getting credit, so have to find a way to cooperate, have some kind of bonus or give extra credits. Get bureaucracy out of the way. Short meetings with an objective, so can get on your way to do the work. Sometimes things are done because it’s the law or because it’s always been done. Would like to hear from folks on the front line, would love to hear ideas from you. If at a future meeting, everyone brought 2 ideas, it would be great. Chair Kristen Kabrin noted that SEC representation is about half academic and half administrative, and we could make it an action item for when the Provost returns in two meetings. Provost Carman said that it does not have to be a long list, everyone can bring just 1 or 2 great ideas and how it can be done.

- Vice-Chair Linda Kuchenbecker asked what is next for the Core Curriculum Silver program that was voted for with over 250 votes by the General Education Task Force? Provost Carman responded that the Core Curriculum board and Core Curriculum committee will make a recommendation on what it will take to implement and time. Vice-Chair Linda Kuchenbecker also asked that when aligning the Silver Plan to core classes, what satisfies requirements? Provost Carman responded that details will need to be fleshed out in what needs to be done. They will be reviewing all core classes and new classes. Focus on core competencies, and not get sucked into a full review/entire courses. Will be a substantial challenge but a good chance for the University to review and be creative, good opportunity. Architects of the plan have 2-3 year projection. Wait until all is done, phase in? Anxious to hear advice.

c. Provost Carman shared some general University updates. The search for a Vice-President of Research is moving along. The search for the Dean of Education has yielded 3 candidates. Jannet Vreeland is stepping down as Vice Provost in June, she has done a tremendous job. That position will be an internal search. It is a position that he thinks is best filled internally, as that person would need to know the different University systems.
IV. **Guest Speaker: Terina Caserto, Director of Veteran Affairs**

- Director Terina Caserto introduced herself and the department of Veteran Affairs, a budding, emerging department as they figure out what students need. Contact cards were passed around for Terina and Donald Stockton, Outreach Technician, who is working on campus.

- Director Terina Caserto shared a video that was put together by other institutions and organizations, but is applicable to our veterans here.

- Veteran Affairs serves over 500 students on campus. Not only do they handle the GI Bill and services, but they are essentially claim processors for 7 different education bills. They also have the V.I.T.A.L. program, Veterans Integration to Academic Leadership. Terina and 1 other office professional, as well as student workers through VA work study, provide professional services.

- They are working to also change the culture and bring more awareness of the challenges faced by veteran undergrads: financing, families, transitions, feeling judged/stereotyped, psychological injuries, invisible injuries.
  - Behaviors veterans are asked to leave behind: being on constant alert, expecting others to obey directions, keeping emotions sealed, suspicion of others, task accomplishment.
  - Additional challenges: develop a new primary identity, communication with professors vs. hierarchy, sense of safety on campus, difficulty relating to traditional college students, finding importance and meaning in the college experience, negotiating structural and procedural differences, boredom.

- Part of the solution is V.I.T.A.L. (Veterans Integration to Academic Leadership) and the timing of benefits. They work to streamline access, assist with transition, reduce military stigmas, Academic leadership, empowerment.

- Veteran Affairs programs: advising, orientation, peer to peer mentors, veteran awareness, student groups (3 different groups now).

- Veteran Awareness on campus: having a Point of Contact for each college. They are looking for a Point of Contact within departments. There will be a short presentation/dialog for changing culture, and networking.

- Director Terina Caserto shared another video, about veterans returning from active duty: [https://www.youtube.com/watch?v=6VmUulPab4M&list=PL25ED7EEE94552259&index=1](https://www.youtube.com/watch?v=6VmUulPab4M&list=PL25ED7EEE94552259&index=1).
There is a small percentage of students that need help to reintegrate, but it is the levels/rates that are concerning. There is a Green Zone Initiative through the Nevada Office of Veterans Services that assists with mental health, homelessness, and academics.

i. What can you do? Become a Point of Contact, participate in the few events they have, be willing to let them highlight you, have dialog with the V.I.T.A.L. team, leave your name with Terina so she can contact you, invite Veteran Affairs to your meetings.

j. Questions:
   • Vice-Chair Linda Kuchenbecker: do you coordinate with the Disability Resource Center? Director Terina Caserto shared that they do, as well as Counseling Services, any campus resource, and community funding resources. It is very important to us, and we do not exist in a vacuum.
   • Representative Rebecca Hess: do you encourage veterans to start at community college? There can be less traditional students, more age span. Director Terina Caserto answered that yes, it depends on their situation, benefits, if admissible to college. She works with the Veterans Educational Benefits Office at TMCC.

V. Committee Reports Comments/Questions:
   a. No comments or questions about the reports.

VI. Action item: Chair Kristen Kabrin announced that per the discussion with Provost Carman, come up with some ideas in May so that the council can be prepared for the June meeting.

VII. Adjournment: The meeting was adjourned at 3:18 pm.

Minutes submitted by Katherine Dirk.