University of Nevada, Reno
Staff Employees Council (SEC)
Meeting Minutes
August 20, 2013, 2:00-4:00 pm
Mathewson IGT Knowledge Center, Room 104

Representatives Present: Anette Christensen, 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), Lynda McLellan, Cynthia Olivo, Shannon Sisco, Phyllis Snedeker (Treasurer), and Erik Williams (Ex-Officio Chair).

Representatives Absent: Jacob Cann, David Lockyer, Cheyenne Magpantay, Chris Mikulich-Cook, and Asta Ratliff.

Guests: Mike Maskaly, Amanda Evans

Guest Speaker: Michelle Horton, Assistant Director, Parking and Transportation Services. Although on the agenda, Provost Kevin Carman was unable to make it.

I. Call to Order: We waited to give people a few extra minutes due to the room change. The meeting was called to order at 2:12 pm.

II. Announcements/Action Items
   a. Election results and new members: There have been 4 declines, but positions are being accepted. Georgianna Trexler of the Office of the Vice-President of Finance and Administration is still sending out letters to candidates.
   b. Election of Executive Board positions for Public Relations, Secretary and Treasurer: for nominations of these positions, please ask the individuals you want to nominate if they accept the nomination. These positions will be voted on at the September meeting.

III. Approval of minutes: Erik Williams motioned, Lee Green seconded, July minutes approved.

IV. Vote for Executive Board positions
   a. Nomination of Jacob Cann for Vice-Chair: motioned, seconded.
b. **Endorsements for Linda Kuchenbecker for Chair:** motioned, seconded.

c. **Vote:** all yays for Linda Kuchbecker as Chair, no nays. All yays for Jacob Cann as Vice-Chair, no yays.

V. **Report of the Executive Board:**

a. **Membership:** this year there were 15 open positions that needed to be filled. During the year, there were 5 resignations for various reasons: medical leave, leaving the university, and taking new positions. This has a severe impact on the Council. Recommend that next year’s council focus on committees and staffing.

b. **Executive Board positions:**
   - Secretary
   - Treasurer
   - Public Relations Coordinator
   - Vice-Chair
   - Chair

c. **Annual Charges:**

d. **Recommendations:**

e. **Accomplishments:**

f. The report will have the actual budget and expended budget in it. The budget came in under.

VI. **Announcements**

a. The President and Provost were unable to attend today.

b. **Election results:**
   - Facilities: Robert Hernandez, Betsy Brownfield, and Karla Geib
   - Library/IT: Albert Bonk
   - Provost’s Office: Jody Fraser and Linda Ward
   - School of Medicine: Debra Glogovac
   - Open: College of Education and 3 positions in Facilities

VII. **Guest Speakers:** Michelle Horton, Assistant Director, Parking and Transportation Services, accompanied by Amanda Evans of Facilities Administration.

a. Assistant Director Horton began with a general overview of Parking and Transportation Services (PTS). In 2008 there was a shift in demand for parking zones, from the 1998 zoned
parking concept. They manage over 8,500 parking spots, which includes cleanliness, striping, signage, and enforcement. PTS issues more courtesies than fines. The Parking Office sells over 10,000 permits annually. There are the Campus Shuttles, which have 10 employees; the shuttles are environmentally friendly. They manage special event parking, which includes signage, traffic control, and ESI, a security company (40-50 security personnel are hired for football games). They provide motor assistance, which has up to a 5 mile radius. There is a carpool program, which has reserved spaces. There is the Highlands Shuttle to the Highlands Apartments, which serves about 350 students. There is a bus pass for students called WolfPass, which is $350, which is through a partnership with RTC (Regional Transportation Commission). There were over 800 bike permits this year, and PTS also manages pumps, lockers, and bike racks. PTS has a rental car service, which is great for students who need a car just for an occasion; it is at the dorm and students must 18 or older. There is a Circus Circus pass, which allows free parking on the top two levels of their parking garage; then can take the Spirit Bus to campus or walk. The Spirit Bus is now a quarter, but that was RTC’s decision, it has nothing to do with UNR Parking. PTS is working on a couple of things, working with NV Energy to get electric vehicle stations, getting additional bike lockers, and an RTC bus station for the long bus that would interchange with the Campus Shuttle.

b. Medical School – a proposal was brought to the board in April to relocate some zones. The proposal was passed.

c. General questions

- Nancy Horowitz asked if the blue permits were sold out. No they aren’t, but if the semester pass is sold out one can buy a year pass and return it at the end of the semester.

- Chris Cook works in Extended Studies and they are going to lose 40 parking spaces. Whalen is ok, but the shuttle doesn’t go that far south [to Extended Studies]. Is it possible for the shuttle to go further? It is not feasible for the shuttle route to change, but Michelle has an idea about the yellow parking. It may not sell out so it might be possible to put people there.

- Shannon Sisco of Libraries commented that during Fall tailgating, parking gets very tight. It has been posted that people can’t park on Evans. Worried about people coming in to
park in the zoned areas. Michelle shared that one can park in the Service Vehicle spots on weekends; can also get ESI if needed to deter.


- Rebecca Hess stated that the blue parking area has no walkway to the Medical School, and is very hazardous. Michelle noted the concern and shared that PTS is looking at options.

- Kristen Kabrin asked how is a proposal brought before the board? It is brought by a group, the assistant director (Michelle) looks at it, and it is brought to the board. In the recent case with the Medical School, it was brought by the Dean who was supportive, Michelle looked at it, it was brought to the board, where it was passed.

- Where do revenues go? A recent example is KNPB had a new sidewalk put in that cost $300,000.

- Guest Mike Maskaly asked have you seen the new silver? He commented that it’s empty and purple is packed, silver 10 is undersold if no one is there. Michelle responded that silver and purple are used, it’s strictly for the medical school. Green 1 will be packed, especially once school starts.

- Melodie Gander brought up the suggestion from the discussion with the Provost of a sliding scale for classified staff in comparison to administrative and executive staff. Michelle shared that it has been researched in the past and was not feasible. It also didn’t seem fair to ask someone to pay more than another for the same parking spot. PTS does try to provide options.

- Nancy Horowitz asked about the increase of percentages for different zones. Michelle responded that there were 2 options – percentages vs dollar amount. The board chose to increase by dollar amount, so permits rose by $25.00 across the board.

- Phyllis Snedeker commented on the sliding scale suggestion that faculty and staff receive different bonuses, and she did not feel that faculty would begrudge staff for paying differently for parking.
• Linda Kuchenbecker commented that some other state agencies offer parking but your job can be relocated without a moment’s notice. It is nice to have a reserved spot or zone.

• Lynda McLellan said that in regards to the medical school, it was a small group of people that went to the dean. The dean did not discuss it with everyone, so it was not representative of how everyone at the med school felt.

• Annette Christensen suggested that there be designated spots for physicians, but there is an issue of who should pay for designated spots.

• One of the challenges at UNR is that we are landlocked. There isn’t room to expand. Land lots are often the first to go.

• Guest Mike Maskaly asked what is the long term plan for Parking to subsidize Athletics? Michelle said that is a hard question, it was brought in 2011 by President Glick as a way to help Athletics, who was struggling at the time.

• Kristen Kabrin had a suggestion for future SEC meetings, that we draft a resolution. This could be an opportunity to become more active as a council.

• Linda Kuchenbecker asked about how in the past, departments could get a daily permit. Still can, and there are dispensers where people can buy a daily permit.

• There will be new members in September, and there are two representatives from SEC that can sit on the Parking Board. They are voting members.

• Erik Williams asked where service vehicles park. They can park in the blue zone.

• Phyllis Snedeker noted that there were a lot of parking issues in the south [area of campus], and it seems that the north is going through similar issues now. One suggestion for parking is the dirt lot off of Center St. near the on ramp. Michelle noted that it belongs to SAE (a fraternity) so it is not our property. Phyllis also suggested that perhaps Athletics can charge their donors for parking.

• Michelle wrapped up by asking the council what would be a reasonable parking fee? Council members seemed to agree that a dollar a working day was reasonable, which is about roughly what is charged.

• Michelle noted that any time we have questions or concerns regarding Parking and Transportation, to please contact her.

VIII. Adjournment: meeting adjourned at 3:42 pm.