University of Nevada Reno

Staff Employees Council (SEC)

Meeting Minutes

August 16, 2016

Rita Laden Senate Chambers, Joe Crowley Student Union

Representatives Present: Alyssa Bennett, Betsy Brownfield, Chair, Michelle Bruce, Christina Carver (Vice-Chair), Carla Geib (Treasurer), Debra Glogovac, Margo Grubic (Secretary), Diann Jones, Lindsarae Klaes (Public Relations Coordinator), Harley LaRoche, Lori Leas, Mark Lucas, Kerrie Medeiros, Lana Reeves, Elicia Rollins, Pamela Terango, Adria White, Jodi Yocum.

Representatives Absent: Albert Bonk (Ex-Officio Chair), Robert Hernandez, Natsumi Housely, Jennifer Laslo, Menard Lontoc, Mary Miller, Dawna Snyder.

I. Announcements/Action Items
   a. July minutes approved by Pamela Terango and Lana Reeves 2nd.
   b. Carla Geib went over the charges for the Benefits & Compensation charges. Some items the committee would like to keep pushing forward is the grant-in-aid changes for classified, sick & annual leave policy change for facilities, and flex schedules.
   c. Chris Carver went over the charges for Bylaws and one major change is getting the Divisions in sync with the University.

II. President Johnson
   a. Renovations on Lincoln Hall should be complete in September and will house more than 70 total offices for faculty from the College of Liberal Arts. Thompson Hall renovation should be complete in October and will house English & Psychology department faculty. Palmer Engineering is now closed for a yearlong renovation starting September 1.
   b. The next legislative session NSHE is asking for salary increase for everyone and money towards a new Engineering building. Fees won’t be determined until the end of the legislative session or even until the next fiscal year. The Governor has asked for a 5% operating budget cut, however, on the other hand the Governor proposed this is the year of higher education at this legislative budget.
III. Tyler Young - AFSCME
   a. Membership goes toward organization to fight for classified rights and issues at the
      state and legislative level. Fees are 1% of paycheck which goes toward a lobbyist and
      does provide legal services.
   b. This year they will fight for an actual pay raise and longevity and help protect PERS.
      More information you can contact Tyler at tylery@nvafscme.org, (775)882-3910 ext.
      107 and www.nvafscme.org

IV. Melanie Lever – IT
   a. She oversees configuration of technology infrastructure and ensuring proper physical
      controls where sensitive, confidential or regulated data resides. If you suspect
      suspicious emails send them to abuse@unr.edu
   b. Best Practices for computer security is creating strong passwords you can remember.
      Things not to do: using family members, recycled passwords, using sequence numbers
      (123, 456), and never disclose your password to anyone.
   c. There is a one-time Red Flag Training for employees in the following areas: campus card,
      cashier’s office, parking, real estate, residential life & housing, financial aid, wolf shop,
      extended studies, and Lombardi.

V. New Business
   a. Christina Carver was elected as Chair and Lana Reeves was elected as Vice Chair for the

Meeting adjourned at 4:00pm.