

Minutes

Staff Employees' Council Meeting
Tuesday, August 20, 2002
Reynolds School of Journalism, room 304

Executive Officers Present: Ginger Miller (Chair), Sue Warren (Vice Chair), Jodie Helman (Secretary) Kathy Hoffman and Linda Spezia (Co-Public Relations).

Representatives Present: Eileen Aragon, Janis Bennett, Donna Bowers, Val Chappel, Robin Collins, Brian Draper, Curtis Funk, Judi Hamilton, , Audra Knight, Vicki Krentz, Diane Krutz, Pam Love, John Morrow, Raymond Needham, De Papaeliou, Valerie Thomas, Terry Torvinen, Peggy Troupe, Kristi Van Gorder, Emi Weldon, Eve Welker and Diane Yohey.

Representatives Absent: Rose du Plessis (excused, Eileen Proxy), Debbie Elwell (excused), Kristy Forbes (excused), Marianne Fuller, (excused), Lisa Johnson (excused), Michele Krick (excused, Brian Draper Proxy).

Advisors: Stephanie Flatt (excused absent)

I. Approval of August Minutes – Approved with correction on Arboretum Board minutes.

II. CHAIR'S REPORT

a. Introduction of new SEC Representatives: Donna Bowers (EH&S), Vicki Krentz (College of Business), Pam Love (Seismology), John Morrow (College of Extended Studies) and Kristi Van Gorder (Transfer Center).

b. Chair Miller distributed a list of comparison Insurance sheet. The list compared the State of Nevada with five other states and five in-state agencies. You may find this information on the PEBP website <http://pebp.state.nv.us/>.

c. Legislative package and resolution: Chair Miller distributed a packet containing information on what the State of Nevada Employees Association (SNEA) will propose for this upcoming Legislature. Plus a list of all the Assembly and Senate people SNEA is endorsing for the 2002 upcoming elections. You may find this information on the SNEA website <http://www.snea.org/>. Chair Miller also discussed taking the next SEC Chair to meet with Robert Zurich (are new advisor) to discuss the upcoming year and hopefully recommend some resolutions to keep SEC better informed and running smoothly throughout the years to come.

III. **NEW BUSINESS: Committee Reports:**

- a. **Admin Manual Review** – Did not meet.
- b. **Affirmative Action** – Did not meet.
- c. **Arboretum Board** – Did not meet.
- d. **Classified Recognition Committee** – The September Classified Employee(s) of the Month were chosen.
- e. **Classified Staff Development** – They met and approved an application for half of the book cost. The Airline ticket fundraiser brought in \$1438.00. We have a balance of \$2540 in the account and want to thank all who have donated to this great cause.
- f. **Compensation Committee** – Did not meet.
- g. **Educational Leave Stipend** – Did not meet.
- h. **Faculty Senate Committee** – Website:www.unr.edu/facultysenate/
- i. **Parking/Traffic Committee** – Did not meet.
- j. **Food/Retail Committee** – Did not meet
- k. **Safety Committee** – Did not meet.
- l. **Luncheon Committee** – Did not meet.
- m. **Open House Committee** – Did not meet
- n. **Special Interest Committee** – Did not meet.
- o. **Web Page Committee** – Web Committee met on August 12th, 2002. Contacted David Bobzien regarding changing over permissions to the website, Dee assumes responsibility for the Staff Employees Council website. Updated the Agenda Page to include August 2002. In the process of modifying the website.
- p. **NCAA** – Did not meet.
- q. **Working Family Task Force** – Did not meet.
- r. **UPC** – Did not meet.

- s. **ASUN** – Did not meet.
- t. **University Disability Committee:** - Did not meet.

IV. Open Discussion:

a. Raymond Needham discussed the B&G computer and dissemination problem. Apparently the Janitors and Grounds Crew are not receiving the information that we receive everyday through email. How can we solve this problem? Ideas were brought about like a Kiosk for Janitors and Grounds Crew to access email. Another idea was to update the janitors and ground crews equipment (phone or palm pilot etc.), to be able to download information to read and/or reply. We will bring this up to President Lilley when he comes into our meeting in a few minutes.

b. Kathy Hoffman has researched the Emergency Procedures. They will be distributed after they approval by the President and the Deans.

V. Guest Speaker: UNR President Lilley distributed a draft response to Statewide Budget Cuts. He told SEC the rumor is true and UNR will be closed for two-weeks over the Christmas Holiday (Dec 23, 2002 – Jan 3, 2003), excluding research labs which cannot close down. He also told SEC representatives to tell our constituents to start accumulating comp time. After discussion of the draft response, he informed us the final draft would be his Friday email. President Lilley responded to our plea to get information out to our constituents and will take care of the matter. B&G janitors and ground crews should start receiving messages now.

Prepared by:

Approved by:

Jodie Helman
Secretary

Ginger Miller,
Chair