

## **STAFF EMPLOYEE'S COUNCIL**

**DATE:** April 17, 2001

Melton Media Room, Journalism Building

**REPRESENTATIVES PRESENT:** Val Chappel, Rose du Plessis, Marianne Fuller, Curtis Funk, Kathy Hoffman, Nezzera Kemp, Diane Krutz, Michelle Palton, Lori Rountree, Terry Torvinen, Peggy Troupe, Susan Warren, Emelita Weldon.

**EXECUTIVE OFFICERS:** Jodie Helman (Chair), Ginger Miller (Vice-Chair), Cami Allen (Secretary), Lisa Farmer (Public Relations), Kristi Forbes (Treasurer).

**ADVISOR:** Stephanie Flatt (absent)

**VISITORS:** John Davis (EHS)

**REPRESENTATIVES ABSENT:** Janis Bennett (excused w/proxy), Don Emerson, Lisa Farmer (excused w/proxy), Liz Gadsen (excused w/proxy), Judi Hamilton (excused w/proxy), Lisa Johnson (excused w/proxy), Brenda Quihuis, Connie Rehard, Linda Spezia (excused w/proxy), Kendall Stagg (excused w/proxy), Diane Yohey (excused w/proxy)

### **I. Minutes**

March minutes approved.

### **II. Chair's Report**

Members of the SEC executive board met with VP Ashok Dhingra to discuss their views on the UNR presidential candidates. The order given to VP Dhingra in order of preference were; Lilly, Davenport and Tanner.

Judi Hamilton was unable to attend this SEC meeting due a meeting of the Presidential Search Committee and her being a member.

The SEC request for a support person has been given to VP Dhingra. The approval of this request depends primarily on the UNR budget before the state legislature.

New Employee orientation is scheduled for April 27<sup>th</sup>. Chair Helman would like one council member to join her in this orientation to be given to supervisors on campus.

There will be no meeting June due the SEC Luncheon.

Lisa Farmer (Public Relations) is leaving UNR therefore leaving the Public Relations position open on the executive board. Anyone willing to take over this position for the remainder of the year, please contact Chair Helman.

The July SEC meeting will be a potluck meeting held at San Rafael park. Ad hoc members and VP Dhingra will be invited to attend.

The SEC Executive Board and By-laws committee brought before the council the idea of extending the time allowed to serve on the council beyond 3 years and of reducing the number of committees council members are to serve on from two to one committee. A motion was made and seconded to approved reducing committee obligations after it was

brought up and confirmed enough members were on the committee to continue to cover these committees if reduced. After a brief discussion, a motion was made and seconded to allow a committee member to extend their term upon executive board approval due to circumstances such as being unable to fill the vacated position. The revisions will be added to the By-laws to be reviewed and voted upon by the council.

### **III. Committee Reports**

**Affirmative Action:** Did not meet

**Arboretum Board:** Unable to attend. Minutes unavailable at this time.

**Classified Employee Recognition:** Two employees were chosen for the month. This council is receiving very few applications.

**Classified Employee of the Year:** The Employee of the Year will be announced and honored at the Honor the Best ceremony on May 16, 2001. The Nevada News stated it was unable to announce the event and candidates due to budget restraints. VP Dhingra's office is being contacted to inquire about sending a mass email announcing candidates across campus.

#### **Classified Staff Development Fund:**

Two applications were reviewed. A concern was raised as to whether or not the fund can be used for graduate students. The committee would like to address this question in the next general SEC meeting. Both applications are "on hold" until the committee can meet again.

The committee is disbanding until the next council year. Pending changes in the current bylaws would restructure this committee. Members agreed to wait until the pending bylaws are firm before electing a new chair and accepting new applications.

Items for next year's committee:

Informational flyer about fund with deadlines

Update webpage with deadlines, new members, etc.

Write procedures and guidelines for committee

**Compensation:** Did not meet

**Education Leave Stipend:** Did not meet

#### **Facilities Planning and Management:**

**Food Services:** A burger tasting session was held to give committee members an idea of the burgers Chartwell's is proposing to replace Burger King. McDonald's and Wendy's are not interested in replacing Burger King as the volume of customers is not large enough. Chartwell's will be offering beef hamburgers initially and plan to add turkey and veggie burgers later.

**Gender Relations :** Did not meet

**Parking and Traffic Board:**

Continuing to work on 5 year parking master plan. It is projected that the university will need 2500 additional parking spaces. The idea of a new parking garage, as well as other alternatives, are being discussed.

**Safety:**

The explosion at the Nevada Health Laboratory was brought up. John Davis stated that no contaminants from the explosion left the room and no one was injured in the room in which an autoclave exploded. Consultants were brought in at a cost of approximately \$65K. Buildings and Grounds felt they had in-house experience to clean-up the area. OSHA was notified of the event.

**SEC By-Laws:** See Chair's Report

**SEC Luncheon:**

1. Table decorations: Green and yellow!
2. WE HAVE STRESS BALLS!!!! Yeah, Diane!!!! (You are my hero!)
3. Decoration "Parties": We have scheduled Friday, 5/18/01 and, if needed, 6/1/01 for putting the table decorations together and to decorate our "space" suits. Val has GRACIOUSLY allowed us to use her home to do these projects. Directions to her home will follow. We will begin around 5:30pm and it is a potluck, so bring some "munchables"!
4. Flyers have been taken to Printing Services and the Tickets are in the hands of our WONDERFUL Ticket Sellers! Letters are to go out to the recipients soon. The Nevada News/Silver and Blue have been informed of our event. Kathy Hoffman has POSTED our flyer on the SEC web site. MANY THANKS, Kathy!!!!
5. Will ask Lawlor for Pipe and Drape all around and in our Photography area. Kristy, we will need a DPO for our Photographer, please. Can we request a check so we can pay him the day of our event? (Please!)
6. We decided to end our ticket sales on 6/11/01 so we can make our table assignments.
7. We need to make a final decision on the movies we are going to show.
8. Dani is moving forward with the clocks. Yeah, Dani!
9. We WILL have a rocket ship as our background on stage. Honorees and presenters will enter from east side of the stage and exit through the "entrance" of our rocket ship and be escorted to the photography area! We need to meet with our MCs to see how they would like to do the presentations. At that time, we will be able to decide if we need 1 podium or two. We will have the plaque and raffle prize tables on either side of the stage, but NOT on the stage.
10. Val: the Luncheon Committee consists of the following: Diane Yohey, Judi Hamilton, Jewell Radcliffe, Emi Weldon, Michelle Palton, Jodie Helman, Marianne Fuller, Neileen Dashielle, Dani Chandler, (Lisa Farmer: who, unfortunately, has transferred to another position), Val Chappel, Margene Foster, Susan Mayberry,

Carol Ort and Mary Spoon (our MCs!). If I have forgotten anyone or misspelled any names, please advise and accept my apologies for the mistake.

11. Lawlor has been reserved from Monday, June 18 @ noon through late afternoon on Tuesday, June 19. Our plan: to get the bulk of the decorating done on Monday so we just do “touch ups” on Tuesday.
12. I also plan to have Marriott serve the SEC members whom are “working” the day of the luncheon around 10:30am.

Jodie: A) Can we get permission from the President for SEC members to have this time off to assist with the luncheon? B) Can we get a letter from the President to give the classified staff the 3 hours off to attend the luncheon? Please advise!

**SEC Open House:** Discussed ideas for next years’ open house and the need to keep vendors interested in the event. Will invite the UNR webmaster to the event next year. Final meeting until next year.

**Special Interests:** Did not meet

**Web Page:** January and February meeting minutes have been posted on the website. All minutes will be posted in PDF format from now on. As per Roxy (Employee of the Month committee member), all employees of the month will be posted on the SEC website. A special thanks was extended to Don Emerson for the pictures he took at the Open House.

A Form button will be added to the main page of the website.

The SEC luncheon specifics (when, where) are currently posted under Current Events.

**Working Family Task Force:** Unable to attend. No minutes available at this time.

## V. **New Business**

Gretchen Beets and Dawn Lawrence approached the council and urged them and their constituents to participate in the Community Giving Campaign (previously known as the United Way campaign). Donation slips were sent to all faculty and staff on campus. Donations go directly to local charities.

Mark Kauffman with SNEA, approached the council to give us a legislative update. SNEA is proposing a 4% and 4% increase for state employees, supporting a bill that would allow up to \$250/year for each employee into an account for items such as parking, and help to defeat AB 565 which would change our pay periods to monthly rather by bi-monthly. The governor appears to be supporting the pay increase and one step increase for state employees. The teachers union, however, are against our raise as it could impact their request for an increase.

SNEA testified against the proposed change of Governor and Lt. Governor staff being changed from classified to non-classified employees.

Kauffman stated concern over the future of the state health plan and the impending problem of the impact of retirees to the state in the future. PEB doesn't appear to be planning for this reality sufficiently.

SNEA is supporting AB 89 which supports collective bargaining. Counties and municipals were granted collective bargaining in 1967.

Mr. Kauffman urged all council members and their constituents to contact their state representatives and let them know we are here and support these proposals.

The legislature will be given a report as to the actual revenues of the state on May 1<sup>st</sup> and will be better able to appropriate funds upon review.

**VI. Meeting adjourned at 4:00 pm**

Prepared by:	Approved by:
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<hr/> Cami Allen, Secretary	<hr/> Jodie Helman, Chair
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