

STAFF EMPLOYEES' COUNCIL
Meeting Minutes
August 17, 2004
Journalism Bldg., Room 304

Executive Officers Present: Verla Jackson-Davis (Chair), Debbie Keck (Treasurer), Patrick McDonnell (Co-Public Relations),

Representatives Present: Leslie Baskett, Kathleen Coles, Brian Draper, Debbie Elwell, Darley Jeppson, Vicki Krentz, Theresa Moser, Raymond Needham, Vicki Paul, Phillip Pert, Jewell Radcliffe, Laura Ruud, Eve Welker

Representatives Absent: Eileen Aragon, Co-Public Relations(excused), Donna Brown (Proxy Verla Jackson-Davis), Chris Carver (Vice Chair), Audra Knight, (Proxy Verla Jackson-Davis), Jeanette McAlister (Proxy Verla Jackson-Davis), Crystal Montecinos(excused), Pam Moore, Virginia Moore(excused),

Advisor: Mary Ann Henry

Guests: Georgianna Trexler, Gina Jones

- I. **Call to order** at 2:00 p.m. Pledge of Allegiance.
- II. **Approval of minutes.** Minutes of July meeting were approved.
- III. **Old Business.** No old business.
- IV. **New Business.**
 - A. **Committee Reports**
 1. **Administrative Action Manual Review.** No report.
 2. **Affirmative Action.** No report.
 3. **Arboretum Board.** Ray Needham reported that the Faculty/Staff/Student Memorial is still under discussion. The committee voted against taped birdsong at the waterfall between Church Fine Arts and Student Services. The board may institute a mandatory attendance policy. The tree planted for Dick Post has been replaced, because the first tree died. Sycamore trees in Hilliard Plaza have been removed due to interference with utility lines. Georgianna Trexler and Brian Draper added that new planters have been ordered for the plaza with benches around them and umbrellas.

4. **ASUN (Associated Students).** Pat McDonnell stated that the next meeting will be August 25th.
5. **Classified Employee of the Month and Year.** Verla Jackson-Davis reported that employees of the month for August are Kaylynn Bowling and Sherry Olson, both from Human Resources
6. **Classified Staff Development and Educational Leave Stipend.** Debbie Keck reported that the committee has received five applications for funds. The next meeting will be in September. One point of clarification: funds are awarded as a reimbursement; a receipt is needed.
7. **Compensation Committee.** Phil Pert reported that the committee discussed ways to make it easier for new council members to select which committees they want to sign up for. He passed around a committee list for returning members to sign up for committees that they wish to continue serving on, and he passed out surveys
8. **Facilities Resource Committee.** Donna Brown forwarded minutes of the August 10th meeting to Verla Jackson-Davis to share with the council:
 - * Underground utilities are underway for the new Knowledge Center. They hope to break ground in August 2005.
 - * The new student union will break ground early next year.
 - *The new School of Medicine UNR Campus Nevada Cancer Institute is in the planning stages.
 - *The Redfield Campus building is under construction and 45% complete.
 - *The School of Medicine general office modular will be ready for review and walk-through by August 20.
 - *Ray Moran from Purchasing requested a move for his department from the Artemisia Building to the space now occupied by Parking Services, which will be moving to space in the new parking structure.
 - *Robbin Hickman from the Research Planning and Education Center requested space in the Nelson Building for a clinic for Leadership Education in Neurodevelopmental Disabilities (LEND).
 - *Bob Watters from Geological Sciences requested more space for geology labs.
 - *Adam Garcia from Police Services requested space in the Nelson Building for a satellite office to provide offsite services.
 - *Information Technology requested signs on directories indicating that a building has wireless connectivity.
 - *The Real Estate Office is moving to the McKenzie Building on Center Street. ASUN will then use the space at 1262 N. Sierra Street, Apt. D.
 - *The next meeting will be September 14.
9. **Faculty Senate.** Verla-Jackson Davis passed around a copy of the minutes from the last meeting.

10. **Parking and Traffic Board.** Did not meet. Next meeting will be in late September
11. **Student Services Food/Retail Dining & Catering Committee.** Jewell Radcliffe reported the committee did not meet. The new food court is now open in the Jot Travis Student Union, second floor.
12. **SEC Bylaws.** No report.
13. **SEC Open House.** Did not meet. Brian Draper has the folder to pass on to the new chair.
14. **SEC Luncheon Committee.** Verla Jackson-Davis has a box to pass on to the new chair. Pat McDonnell has photos from the 2004 luncheon that can be put on the webpage. Verla also has photos.
15. **SEC Web Page.** Vicki Paul and Pam Moore will work on the web page and add the luncheon photos.
16. **Special Interest.** This committee has been combined with the Compensation Committee.
17. **NCAA Certification Self Study.** Pat McDonnell stated that he has been talking with Chris Exline about renaming this committee, as was suggested at the last SEC meeting.
18. **Working Family Task Force.** Debbie Elwell reported that UNR will now be giving away free to university employees tickets to university events, such as athletic games and concerts that are not sold out. Michael Coray will set up a database to administer this new program.
19. **Balloon Race Committee.** Verla Jackson-Davis brought a list of raffle prizes and balloon race cards with the schedule of events. Pins are on sale for \$4.00, raffle tickets for \$1.00. The raffle will be September 8 in front of the library. There will be a balloon lift off from the Manzanita Bowl on September 9 and 6:30 a. m. with Erin Lankowsky, ASUN President, and Cary Groth, Director of Athletics, aboard.
20. **University Disability Resource Committee.** No report. Eileen Aragon would like to pass on information to the next SEC member on this committee.
21. **UPC.** Verla Jackson Davis attended the UPC retreat this month. They prepared a 40-page report of strategic hot items to present to President Lilley. One question came up about the Getchell Library and whether it

will be remodeled or torn down. The original architect must give permission if the building is ever to be torn down, so it is still unknown what will happen.

Other Reports:

Verla Jackson-Davis reported that the vote tallies for the SEC election have been sent to President Lilley.

Gina Jones, Assistant Vice President for Human Resources, introduced herself and stated that she would like to attend as many SEC meetings as possible.

B. Guest Speaker: Melody Bayfield, Director of Parking and Transportation Services.

Melody Bayfield offered an update on the new parking structure and new services offered by Parking and Transportation. In 2001 the Parking Board was mandated to come up with a 5-year plan. This new parking structure is part of that 5-year plan. Its cost of \$28 million has meant changes in parking zones and increased permit prices. It is scheduled for completion in October. The 5-year plan from 2001 also instituted the RTC Wolf Pass bus program and the carpooling program, which now has 100 participants.

This coming year the Parking Board must devise a new 5-year plan. Ms. Bayfield will be working directly with RTC to improve bus service to campus. The price of the Wolf Pass is \$100 for the school year, as opposed to \$600 if purchased from Citifare. It includes a free parking permit for Fridays on campus and a free parking permit for the summer.

The Sierra Spirit bus service is free now (it used to be fifty cents). It comes to campus every ten minutes and makes a circular route through the downtown area. The hours of service will now be 7 a.m. to 10 p.m. Ridership from UNR has been about 200 per month, but the hours of service have been 10 a.m. to 10 p.m. The earlier hours for this year should mean an increase in ridership.

This year there will be a new east campus shuttle service running every 20 minutes, serving the Medical School, the new Sterling apartments at the top of Valley Road, and the Fleischmann Agriculture Building. The shuttle will run until 5:30 p.m. Students living in the Sterling apartments may purchase a parking permit restricted to evening hours on campus. The shuttle service is being paid for by the apartment complex owners, and the 700 parking spaces at the complex will keep 700 cars off campus during the day.

The new garage will have 1900 spaces with a green permit designation for the first year. Since it won't be ready until October, people who purchased a green permit for the garage can upgrade their permit to silver by paying an additional \$14 per month until the garage is ready.

There will be a continuous shuttle from the far north green lots to the north shuttle stop. It will make stops near the daycare center and at Twilight.

People have asked about a shuttle for the perimeter of campus that would serve the south end of campus. Ms. Bayfield stated that they have found that such a shuttle would take twenty minutes because of heavy traffic on Virginia Street.

Ms. Bayfield received a letter from SNEA about parking issues and wanted to address some of the inaccuracies in SNEA's information. One thing they asked for was a list of all the people who park free on campus. About the only people who do not pay are the regents, who have a parking pass for all UCCSN campuses. President Lilley pays a fee higher than the silver permit, because he has a reserved space. Handicapped persons pay the blue permit rate. Visitors pay a daily rate of \$3.00. Often departments pay for permits for visitors to their departments. The SEC awards two or three annual permits, and the SEC pays the cost of those permits. Even the Ex vehicles on campus must have a paid permit to park on campus, except for the far north blue lot. The Chancellor's Office and Children's Behavioral Services up at Evans and McCarran are not part of the university campus.

SNEA also had some question about parking fees subsidizing events at Lawlor and the football stadium. The opposite is true. Parking services gets a \$1.00 surcharge from every ticket sold. This surcharge helps to pay for the new parking garage.

Ms. Bayfield stated that the new parking structure will be used for special events, saving the Brian Whelan structure for faculty, staff, and students.

SNEA also stated that the classified staff want a say in how much they pay for permits. Ms. Bayfield indicated that the classified staff are represented on the Parking Board by SEC members who were deeply involved in the 2001 five-year plan and will again be involved in the new five-year plan being created this year.

Leslie Baskett stated that she would like to see a cap on, say, the blue permits at \$55 or so. It is difficult to pay for parking when the percent of price increase in permits exceeds the cost of living raise. Ms. Bayfield stated that years ago President Joe Crowley instituted a cap of four percent

increase per year for permits. She would like to see that cap continued. She also supports a free bus pass program for classified staff.

A question was asked about parking at the former Manogue High School. Ms. Bayfield stated that plans are not yet in place for that property. The university does have plans to acquire the Livestock Events Center in the future. That property could provide a source of parking.

People asked about parking policies at UNLV. Ms. Bayfield stated that there is a free lot at some distance from the campus. There is no shuttle service to this lot, and few people take advantage of it. UNLV has reserved lots close to campus buildings for \$440 per year. Debbie Keck stated that at the Charleston Boulevard Medical School facility classified staff are not allowed to park in the lot; it is only for faculty. Some classified staff park on the street or in a private lot for \$100 per month in a bad neighborhood. Crossing Charleston Boulevard is very hazardous.

Ms. Bayfield also talked about working with RTC to provide bus service to outlying areas such as Spanish Springs and the North Valleys, and providing park and ride lots in places such as Sparks.

V. Conclusion

Verla Jackson-Davis suggested providing refreshments at the September SEC meeting to be a little more informal and make the new members feel welcome. Georgianna Trexler indicated that she would ask Ron Zurek if his office would pay for campus catering to provide the refreshments.

The meeting was adjourned at 3:30 p.m.