STAFF EMPLOYEES’ COUNCIL
Meeting Minutes
November 18, 2003
Journalism Bldg, Room 304

Executive Officers Present: Verla Jackson-Davis (Chair), Chris Carver (Vice Chair), Eileen Aragon and Patrick McDonnell (Co-Public Relations), Debbie Keck (Treasurer), and Donna Brown (Secretary).


Representatives Absent: Danielle Gann-Lind, and Phillip Pert.

Advisor: Stephanie Flatt (excused).

Guest: Marilou Woom
School of Social Work
MSW, Intern

I. Call to order.

II. Approval of minutes – approved as written.

III. Committee reports.

   A. Administrative Action Manual Review – Will be meeting next week.

   B. Arboretum Board – R. Needham discussed the ongoing improvements to the Rosella Linske Memorial which is located between the Student Services Building and the Church of Fine Arts. Due to poor plant material selection at this time of year the committee will wait to acquire trees until March or April. The committee has decided to scale back plans for a Faculty/Staff/Student Memorial. This is in the design phase, after that they will work on approval. They are optimistic about this plan.

   C. ASUN – The committee met on November 12th, P. McDonnell stated they discussed the new Student Union. A survey was conducted and over 45,000 students responded; there will be a second survey conducted at a later date. Different models of other Student Unions have been reviewed but no decision has been made at this time. The new Union will consist of over 195,000 square feet of space with the
options of having a theater, banking and dry cleaners available for students, staff and facility. The committee discussed the issue of funding for the new Student Union; state funds would not be available for use but student fees would be raised to pay for the new structure.

D. **Classified Employee of the Month and Year** - The classified employees of the month for December has been selected. Chair V Jackson-Davis stated the voting system has been changed.

E. **Classified Staff Development and Educational Leave Stipend Committee** – D. Keck stated this month’s contribution to the fund totaled $148.00. There are no new applications to review this month. The committee received two very nice thank-you notes from previous awardees. There were changes made to the application form, information flyer and Classified Staff Development Fund (CSDF) webpage that have been forwarded to P. Moore for follow-up. The committee hopes to have the changes posted to the webpage in the near future. Once the changes have been made on the webpage, the committee will do a mass-emailing via Ron Zurek’s office advertising the program and soliciting donations to the fund. D. Keck will follow up on the possibility of getting a donation form on the web or setting up a link whereby a donation form can be requested.

D. Keck mentioned the Educational Leave Stipend Committee (ELSC); to the best of the committee’s knowledge there are no current applications. Keck has researched the UNR policy and the Nevada Revised Statute governing the program. The program is administered through the office of Human Resources; the ELSC is an advisory to the program. The application form and instructions are posted on the Human Resources webpage. Ron Zurek’s office is the committee’s contact for matters related to the Stipend program. Keck has reviewed the policy with G. Trexler in that office and proposed some clarifying language for the written document. Trexler will follow through with HR and with Keck. Any modifications to the written policy should be made to the document posted on HR’s site; all links from the SEC and/or the ELSC pages should go to HR’s site. This should be done to avoid duplication and potentially conflicting documents. Keck will follow-through on updating the information page on the SEC website.

F. **Compensation Committee** – D. Papaeliou reported the Compensation Committee, unfortunately, does not have any power to lobby for pay increases. The Committee has not, from what he has seen, received assistance from University Administration in obtaining pay increases for University classified employees. The Compensation Committee only needs, if at all, to meet in the off-Legislative year because pay bills have to be submitted prior to the Legislative session.
Also, Papaeliou stated SNEA will send a compensation bill (4% + 4%) to the Legislature every year until the classified employees gain parity with city and county workers because they have collective bargaining. SNEA is actually lobbying for the state workers. The classified employees would have collective bargaining and more if only more state workers joined SNEA. State of Nevada employees and New Mexico state employees are the only state employees that got pay raises from their legislative session this year.

G. Facility Resource Committee – D. Brown stated the committee was meeting today.

H. Faculty Senate – D. Papaeliou commented that the Faculty Senate voted 17-6 to table the proposal to eliminate Mediation in grievance for Faculty. They also discussed adding “binding arbitration,” (collective bargaining), to the process. It saves money for the State and it requires “good faith bargaining,” which is at the heart of collective bargaining (Union Rights).

I. Parking and Traffic Committee – K. Coles reported there was a meeting on October 23rd at which time the committee reviewed one parking appeal. A handout with numbers and percentages of permits sold to faculty, staff and students in each parking zone on campus. Of all silver permits sold 17% were faculty, 20% staff and 63% students. The board approved a recommendation to eliminate next semester the Express shuttle from the dorms to the post office. This was due to low ridership. The board approved to increase fines for No Permit and Parked in Improper Zones from $20 to $30. Fines for obstructing traffic, parking at a fire hydrant on lawn or planted areas will also be increased. Daily permit prices will increase from $2 to $3 effective July 1, 2004. Vendor parking will be changed from 30 minutes to 15 minutes. The board approved a recommendation by Parking Services to convert some blue parking zones nearest the north shuttle stop to green zones and to designate the new parking garage as a green zone rather than silver during the first year of operation.

There was another meeting on November 13th, at which time the board heard one parking appeal. For improved access to Lombardi Recreation Center the board approved changing 9 blue spaces to silver. The spaces are next to the tennis court. All green zoned parking spaces will be combined into one designation. The West Stadium Parking Complex was awarded to T&T Construction with signing this week and completion to be on time for the fall semester. The board reviewed a study on a university bus pass program. This year UNR sold bus passes to first year and dorm students only. Passes were $25 compared to regular citifare passes at $300. Next year the
passes will be offered to all students at the rate $55. The benefits of
the bus pass program are to improve off-campus mobility for students
without cars, reduce the need for more parking facilities on campus,
and accessibility to part-time employment off campus.

J. **Student Services Food/Retail Dining & Catering Committee** – J.
Radcliffe reported the Cellar will be closing and a new student union
will take its place, for the current time. A survey went to all the
students in the dorm asking about the new restaurant Down Under.
The response was once you picked up your food and went to a table
the food would be cold when you sat down. Down Under has hired
Richard, from the Cellar, to monitor the food temperature at all times.
A new survey will be submitted to the dorm students in the near future
asking for their comments.

K. **SEC Bylaws** – C. Carver mentioned after the first of the year the
Bylaws will have to be changed with the reorganization of the College
of Arts and Science. Human Resources will not be able to have a list
of constituents ready for Carver until sometime after the New Year.

L. **SEC Open House** – Did not meet.

M. **SEC Luncheon Committee** – Did not meet.

N. **SEC Web Page** – D. Papaeliou has made some changes to the current
web page. P. McDonnell suggested doing a short profile on Chair
Jackson-Davis.

O. **Special Interest** – E. Welker stated at this time she is the only person
on this committee. She will try and recruit one or more members
from SEC or an Ad Hoc to help in setting up a binder since she has
been unable to obtain any information from the previous SEC/Special
Interest Committee member. The purpose of this committee is to
provide input for Classified Employees on “Special Interests” to be
presented to the Compensation Committee. Currently, Welker said
there are no records to indicate what the committee has done in the
past. Welker proposed to produce a questionnaire flyer to go to each
member of the SEC for distribution to their constituents regarding
feedback on “Special Interests” from the University classified staff.

P. **NCAA Certification Self Study Committee** – Committee member
unavailable for comment.

Q. **University Disabled Resource Committee** – E. Aragon recently
joined this committee. The UDRC met for the first time and Aragon
stated that faculty members are the majority of the members.
discussion of committee membership was addressed at that time and they reached a consensus that membership should be open to all and continuous for those who choose to serve. Should they reach a level of participation that makes it difficult for the entire committee to meet, they might consider establishing working groups which focus on specific areas of interest or concern. The committee might also look at establishing rotational two-year terms for the co-chairs to ensure continuity from year to year. M. Coray continues to serve as the committee's liaison with the President's Council, and the committee continues to have a collaborative relationship with the staff of the DRC. The Millennium Scholarship Program was discussed regarding students with disabilities and the committee wants to ensure the students are not at a disadvantage by the rule for continuing eligibility. The President's email will include an update on improvements regarding ADA accessibility.

R. UPC – Chair Jackson-Davis stated they are still going ahead with plans for the new library and student union even though not all the funding is available. In year 2004 they will start ground breaking for the new library. Regarding Getchell Library there will be a combination of classroom and office space once they move to the new library.

IV. Guest speaker: Marilou Woolm, MSW Intern School of Social Work.

Ms. Woolm addressed the Council regarding the new Counseling Center that is soon to open. At the present time students will be able to use the Center for academic counseling as well as emotional problems. Students that use the service will pay $10.00 per semester with a cap of $30.00 per semester. If classified employees were able to use the services they would pay the same price. The fee for the services would be a one time charge per semester.

Ms. Woolm commented on the social work that is available for classified employees at this time. The new Counseling Center would be an added benefit to the classified employees. Items that could be discussed ranged from a child with drug problems, family death, social and academic issues.

Faculty family fee waiver versus classified family fee waiver was discussed. This is an important issue with classified employees and they have been working on it for sometime. Ms. Woolm is willing to assist with representation by going to the President or to the Board of Regents meeting. She asked the Council to decide and get back with her on the decision.
The Council thanked Ms. Woolm for the information. The meeting (retreat) continued with ice breaker games and was adjourned at 4:00pm.