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

Representatives Present: Leslie Baskett, Kathleen Coles, Brian Draper, Debbie Elwell, Crystal Montecinos, Pam Moore, Virginia Moore, Theresa Moser, Demonsthenes Papaeliou, Vicki Paul, Jewell Radcliffe, Laura Ruud, Eve Welker, Darley Jeppson.

Representatives Absent: Donna Brown (D. Papaeliou, proxy), Chris Carver (V. Jackson-Davis, proxy), Audra Knight (V. Jackson-Davis, proxy), Vicki Krentz, Jeanette McAlister, Raymond Needham (Pamela Moore, proxy), Phillip Pert (Curtis Funk, proxy), Valerie Thomas.

Advisor: Stephanie Flatt (absent).

I. Call to order at 2:00 p.m. Pledge of Allegiance.

II. Approval of minutes. Minutes of December meeting were approved.

III. Old Business. No old business.

IV. New Business.

A. Committee Reports

1. Administrative Action Manual Review. V. Moore reported that the committee met December 18. Several new policies were approved by President Lilley. They discussed campus-wide e-mail notification of changes to the Administrative Manual. It was suggested that e-mail notification be used only once or twice a semester with all the most recent changes, in order to avoid overuse of the campus announcement e-mail system. Discussion will continue. Eight new policies were discussed, including one on how academic credentials are handled. The new policy is that an applicant's official academic credentials must be received by Human Resources before the person can be hired and put on payroll. Another policy change had to do with benefits for post docs.

2. Affirmative Action. No report

3. Arboretum Board. No report

4. ASUN. Did not meet over winter break.
5. **Classified Employee of the Month and Year.** Met January 8. Employees of the month for February are Cathy Gilbert and Tia Seitzler.

6. **Classified Staff Development and Educational Leave Stipend.** D. Keck reported that the committee received one application for funds; it was denied because it was received after deadline. The revised application form is now on the web. The committee is working with the Vice President for Administration and Finance to put out a campus-wide e-mail announcement about the fund and application procedures. Ron Zurek will also put out an e-mail announcement soliciting donations to the fund.

7. **Compensation Committee.** Did not meet. Council discussed purpose and need for this committee. Compensation changes are brought about by working closely with the legislature and SNEA.

8. **Facilities Resource Committee.** Several items completed; several on hold, including space needs in the Math Dept. Discussed JC Penney building, rental property on Haskell, Crossroads remodel and bookstore expansion. Signage outside buildings must be approved by President Lilley. Request for Facilities/Space form designed by Donna Brown has been approved and will be available on the web.

9. **Faculty Senate.** D. Papaeliou did not attend.

10. **Parking and Traffic Board.** Did not meet. Next meeting February 24

11. **Police Review Board.** Did not meet.

12. **Student Services Food/Retail Dining & Catering Committee.** Did not meet. Next meeting February 23

13. **SEC Bylaws.** Did not meet

14. **SEC Open House.** Has met twice. V. Jackson-Davis is submitting the budget for approval. Invitations to vendors will go out next week. Brian Draper is chair of the committee. The date for the open house is March 31. Chris Carver is working with Russ Meyer in Food Services to have a theme reflecting an international food market to showcase the different options available in food service on campus.

15. **SEC Luncheon Committee.** Did not meet

16. **SEC Web Page.** Some updates have been posted to the web. D. Papaeliou will meet with Pam Moore soon regarding the transition of the website manager.
17. Special Interest. Did not meet. It was stated that the Special Interest Committee’s function is to bring up new ideas on compensation and benefits that are not already being provided.

NCAA Certification Self Study. Did not meet

19. Working Family Task Force. Did not meet

University Disabled Committee. Did not meet. Will meet in February.

UPC. V. Jackson Davis reported that the committee is currently reading the strategic plans submitted by each college. They have gone over Agriculture, Business, Journalism, and Student Services. Peggy Troupe asked about the new earth institute. The name will be “Institute for Earth Sciences,” a new interdisciplinary center on campus. Pat McDonnell stated that a mandatory student fee of $94 for undergraduates and $97 for graduate students will be assessed for the new student union. President Lilley will present this plan at the next meeting of the Board of Regents January 29. The fee was supported by student response to a “fee sensitivity survey” and will be instituted Fall 2006 after a two-year planning period. The new student union is projected to open Fall 2007 and will be located just north of the new Knowledge Center (library), which will be just north of the Raggio Education Building.

Other Reports:

Vicki Paul reported progress on the Search Committee for Dean of the School of Medicine. They have narrowed the search from 43 to 11 candidates. Three or four finalists will be determined this weekend and those will be brought to campus for interviews.

Peggy Troupe reported on the Search Committee Vice President for Marketing and Communication. Head hunters provided the committee with 25 candidates originally. They have now narrowed the field from 5 semi-finalists to 3 finalists, and second interviews are going on now. President Lilley will select the final candidate.

Eileen Aragon reported that the College of Human and Community Sciences is considering a name change.

Georgianna Trexler stated that the University and Community College System of Nevada is also considering a name change.

B. Guest Speaker: John Lilley, President, University of Nevada, Reno

“Questions and Answers.”
The first question concerned why UCCSN is changing its name. President Lilley stated that the system has an institute and a state college that need to be reflected in the name of the system.

The next question was about when the new policy will take effect granting classified staff a fee waiver of 6 credits instead of the current 3 credits. President Lilley conceded that the issue has not been given high priority. It has been approved by the President’s Council but must be approved by the chancellor before going to the Board of Regents. The chancellor wants to see a policy consistent in all the universities and community colleges. President Lilley stated that he is meeting with the chancellor today and will ask about the policy.

The next question was if the university would impose a ban on leaf blowers. The answer was no.

The next question was would the university put a cap on parking fees for classified employees. The answer was no. The campus is undergoing a major expansion, needs to use its land efficiently, and thus will need more parking garages. Parking Services is self-supporting and must pay for itself. The university cannot cap parking fees for one group and not others. Purchase of a parking permit is a choice.

The next question was whether or not the university now owns Bishop Manogue High School. The answer was yes. The university should have access to the Manogue property some time this summer. Use of the property is in the planning stages now. Budgets are being prepared. The general idea is to have an at-grade crossing of the railroad tracks just west of Manogue for pedestrians and vehicles. They are considering closing off access to the east side of Manogue, except for emergency vehicles. The gymnasium will remain, but the other Manogue buildings will be razed. The football field will be turned into a soccer field. The baseball field will be turned into a softball field. The university also hopes to acquire the Washoe County School District building. The student population is projected to grow from 15,000 to 30,000 in the next few years.

A question was asked about a new baseball field for the university. The answer was no.

A question was asked about the wetlands area of the north campus being filled in with dirt and what it will be used for. The answer was that they are still working on a plan for that area.

President Lilley stated that the new library or Knowledge Center will be completed by June 30, 2005. A lot of asphalt will be removed from the
area that is now a parking lot by Lawlor and the Brian Whelan Parking Structure. There will be a mall, trees, a restored creek, and new landscaping. The funding proposal for the new student union will be presented at the next meeting of the Board of Regents. The Applied Research Facility is not slated to be torn down in the near future, but may eventually come down. President Lilley hopes to expand the campus to Wells Avenue. Currently it is a deteriorating neighborhood with gangs and graffiti. They are now laying out a long-term master plan and determining how much land will be needed. He would like to see the university get rid of the seedy motels just north of the I-80 freeway and make into a park the entire area between the freeway and the campus. This would give a better impression as people are coming to campus.

A question was asked about the Redfield Campus. The first building is under construction. The university plans to have extended-study classes there, possible teacher certification and nursing. This is all in the planning stages.

The question was asked, “Will 15th St. /Stadium Way remain open to Evans Avenue?” The answer was that we don’t know yet. There will definitely be changes made to streets around the campus with the coming expansion. President Lilley envisions Evans Avenue as a four-lane road with the railroad in the middle, two traffic lanes on either side of the train tracks.

A new private apartment complex is going in northeast of campus in the horseshoe of the railroad. It will house at least 500 students. Parking Services is planning a shuttle service to this apartment complex.

A question was asked about what exciting developments on campus President Lilley would want people to know about to attract new students. President Lilley stated that he has just seen a 14-page, single-spaced document on strategy to attract Hispanics to UNR. We need to get the word out that UNR is in Reno. He noted we are often confused with Las Vegas. Chris Ault should be approved as head football coach at the next regents meeting. A new athletic director should be approved at the March regents meeting. A new Vice President for Marketing and Communication will design a campaign to get the word out about our university.

What about a fee waiver for dependents of classified staff? President Lilley said it is a matter of who do you work for: UNR or the state? He would like to see the classified staff become university employees, but not if such a move is opposed by a majority of the classified staff. Right now they could not give UNR classified staff the dependent fee waiver unless they gave it to all state employees.
The next question was about the mandatory student fee to pay for the new student union. President Lilley stated that the fee was decided on after more than 3,000 students responded favorably to a survey on the proposed fee structure. The fee will be in place long-term.

A comment was made about the Fire Academy and the debt there.

A question was raised on the automatic water faucets in the stadium restrooms—that they use too much water. President Lilley encouraged everyone to write a letter if they see a concern, such as water waste. If they write the letter to him, he will pass it on to the proper channels. His email is lilley@unr.edu.

President Lilley mentioned the new signs around Manzanita Lake that say “Keep Off the Lake.” He thinks they are ugly and too high and absurd-looking when there is no ice on the lake. He will make a suggestion about those signs to whoever authorized them. Curtis Funk stated that the legal department mandated the signs for liability reasons after a man let his two young sons play on the ice—they fell in the water.

C. Guest Speaker: Rita Laden, Assistant Vice President, Student Life.
Dr. Laden gave a short workshop on time management. She discussed the importance of prioritizing your time and balancing your work and play. She shared time management tips and a quiz, “What Kind of Time Manager Are You?”

Meeting was adjourned at 4:00 p.m.