I. **Call to order.** Pledge of Allegiance.

The meeting was called to order at 2:04 p.m.

II. **Introductions.**

Each member introduced himself or herself for the benefit of new members. New members were welcomed by outgoing chair Debbie Keck.

III. **Approval of July minutes**

Minutes from July, 2006, were approved with corrections.

IV. **Committee Reports**

A. **Administrative Action Manual Review**

- Peter Brown reported that they met on 7/27
- in-state travel approved and administrative manual has been updated
- drug and alcohol policy
- get notes from Peter

B. **Arboretum Board**

- Darley Jeppson reported that they met on 7/27
- Faculty, staff & student memorial near Manzanita Lake
- Morrill Hall-there is an earthquake renovation planned. They will remove vegetation as part of the renovation and they will help to raise funds. The committee walked around Morrill Hall and made suggestions about the vegetation removal.
- Wisteria will be planted on trellis near Fleischman Ag.
- As an aside, she mentioned that there will be new horticulture degree program. Years ago, the horticulture program was discontinued.
• Everyone is welcome to come to the committee meetings.
• They meet on the 4th Tuesday of every month in Fleischmann Ag. Room 204 at 3 p.m.

C. ASUN
• Melanie England reported that they met on July 17
• Program board has been busy
• The movies on the JTSU lawn on Tuesdays have been well attended.
• They have a 4 hour training for executive Board of the ASUN.
• Their next meeting is Aug. 30.

D. Athletics Advisory Committee
• No report

E. Balloon Race Committee
• No report.

F. Benefits & Compensation Committee
• They did not meet.

G. Classified Employee Recognition Program
• Bill Oberding reported that they met and chose 2 winners for the month of September.

H. Classified Staff Development Fund / Education Leave
• They did not meet.

I. Committee on the Status of Women
• Jeanie is alternate so she does not attend regularly. Pam is not here, so there is no report other than Jeanie says that she sees a lot of e-mail.

J. Elections committee
• The election committee is done for the year.

K. Facilities Resources Committee
• No report.

L. Faculty Senate
• Bill Oberding

M. Institute for Innovation and Informatics Steering Committee
• No report.

N. Parking and Traffic Board
• They did not meet.

O. Police Services Board of Professional Standards
• They did not meet.

P. SEC Bylaws
• No report.

Q. SEC Luncheon Committee
They don’t meet this time of year.

R. **SEC Open House**
- They don’t meet this time of year.

S. **SEC Web Page**
- Michelle Rachal does this now, so contact her with any changes.
- New representatives need to get their pictures taken for the web page.

T. **Student Services Food / Retail Dining & Catering Committee**
- They meet next month.

U. **Student Union Advisory Board**
- They won’t meet until fall.

V. **Work and Family Taskforce**
- Marti Fricano missed their meeting.

W. **University Disabilities Resource Coalition**
- They did not meet.

V. **Election of Executive Board**
- The following representatives were nominated for the Executive Board:
  - Bill Oberding—Chair
  - Melanie England and Jeanie Pratt—Vice-Chair
  - Valerie Pedroza—Treasurer
  - Christine Arritt—Secretary
  - Michelle Rachal—Public Relations
- Since the position of Vice-Chair was contested, a paper ballot election for only that position was held. Melanie England won the election.
- The following slate of officers was approved:
  - Bill Oberding—Chair
  - Melanie England—Vice-Chair
  - Valerie Pedroza—Treasurer
  - Christine Arritt—Secretary
  - Michelle Rachal—Public Relations
- Lisa Taylor will serve as backup to the Secretary in case of her absence.

VI. **Guest Speakers**

A. **Lucy Walker and Brandon Stewart**
- They brought sample of new letterhead paper
- Eighteen months ago they got a marketing team together.
- The University has offices all over the state.
- The old logo makes it look like we are a state agency.
- There were 4 UNR logos and dozens of department logos.
- The marketing team decided that a new logo was needed.
- The new logo is called "the refreshed Block N".
- There is a stacked format and an extended format.
- There will be no change to the athletic logo.
- Stationary is coming out first.
Next we will get the logo in electronic format.
Third will be the web update.
Joe Crowley decreed that state funds can't be used to pay for items without new logo.
Jeanie is concerned that the new logo won't be used and that the blue block doesn't photocopy well.
There will be grayscale, black & white, and RGB versions.
Department logos cannot be used with new logo.
Barker and Interform are the new vendors for logo products.
There will be economy stationary.
Business cards are now 2 sided. A sample was passed around.
The "N" will work well since we are known as "Nevada". We were here for 60 years before UNLV.

B. Steve Djukanovich-BCN Risk Management
- He is on the Occupational Safety Committee.
- Classified employees have the most injuries.
- Student workers and graduate assistants have very high accident rates.
- There were a lot of slips & falls in 2005.
- The committee will be publishing a quarterly newsletter for all staff.
- There is currently no clear path to report risks. We may contact him directly to make a report:
  - steved@unr.edu or call him.
  - David Lee is the Occupational Safety Officer.
  - They want to develop clear policies.
  - They also want to have a website.
  - They are also considering mass mailings.
  - The committee will tie in all safety agents (Buildings and Grounds, EH&S, etc.).
  - SEC would like to have representation on the Occupational Safety Committee.
  - SEC will put a link to their website on ours when they get theirs going.

VII. Open Discussion
- New members need to get on various committees. The committee list will be mailed out.
- Jeanie said she is still working on getting funding for classified award. But, the proposal was voted down at the last meeting so there is no need for Jeanie to pursue funding.
- There was discussion about SEC's logo "endorsement".
- The slides that were shown during the logo discussion made it appear that SEC endorsed the new logo.
- Several members pointed out that only a few member of SEC were shown the logo before its adoption, and SEC did not endorse the logo.
- We discussed the Executive Board's meeting with Dr. Glick.
- The meeting was on his first day of work at 9 a.m. and the executive board of the Faculty Senate was there also.
- It was an enjoyable meeting. Dr. Glick has an open-door policy so that suggestions or concerns may be brought directly to him.
- Uniforms for B & G have been re-ordered.
- New chairs of committees will get binders from the old chairs.

Meeting adjourned at 3:50 p.m.