STAFF EMPLOYEES’ COUNCIL
April 15, 2008
RSJ, Room 304
2:00 p.m. ~ 4:00 p.m.

MINUTES

Executive Officers Present:
Melanie England (Chair), Theron Flavin (Vice Chair), Mike Leonhard (Treasurer), Erin McGarvey (Public Relations), Lisa Taylor (Secretary)

Representatives Present:
Annie Abinanti, Lee Brockmeier, Scott Brown, Robin Collins, Marilyn Daughhetee, Joseph Dawes, Tatiana Gouem, Jim Henley, Iris Hochschild, Janita Jerup, Shelly Lacey, Kenneth Palm, Jessie Payne, Andrea Pearson, Cassandra Potts, Jimmie Ralls, Chas Stricker, Pamela Terango, JoAnne Tully, Marie Tully

Executive Officers and Representative Absent:
Xanthea Elsbree (excused), Jennifer Laslo, Ida Roberts (excused), Terry Torvinen (excused)

I. Call to Order. Pledge of Allegiance.

The meeting was called to order at 2:00 p.m.

II. Approval of Minutes

The Minutes from March 2008 are approved as is.

III. Committee Reports

A. Administrative Manual Committee

This committee met on March 6, 2008. The committee has a significant list of pending items. Additionally, there are new business items:

- General Policy
- Basic Purchasing Procedure
- Surplus Property
- Leave Without Pay
- Notification of Continuing Appointments
- Annual Leave Policy for Faculty
- Probationary Period for Tenure

Two items were submitted and approved by the President and have been updated in the University Administrative Manual:

- Compensatory Time for Overtime Worked for Classified Employees – Section 2,236
- Classified Fee Benefit – Section 2,361
B. **Affirmative Action Committee**  
This committee did not meet.

C. **Arboretum Board**  
This committee met on March 23, 2008 and discussed the following:  
- The committee voted to purchase American Elms for Arbor Day.  
- ID tags will be placed on plants near the Fleishmann Agriculture quad.  
- The blue bench was removed from the Physics hillside.  
- Ponderosa Pine seedlings will be passed out on May 1st.  
The next meeting is scheduled for April 22, 2008.

D. **ASUN**  
Melanie distributed The Sagebrush Newspaper. Melanie announced:  
- Eli Reilly is the new ASUN President. A Judicial Council made the decision that he won by 11 votes.

A tuition hike and a new ASUN fee will start in 2009. Tuition will go from $129.50 to $136 (increase of $6.50 per credit) in the Fall of 2009. The ASUN fee will be $5 per credit in the Fall 2009. An additional surcharge of $5 per credit will be assessed during the 2009-2010 school year.

E. **Athletics Advisory Committee**  
This committee did not meet.

F. **Balloon Race Committee**  
This committee met on April 1, 2008. The following topics were discussed:  
- New tents were purchased  
- The new pin is being designed to reflect the big N and will also show state wide / world wide  
- The vendor table at the Open House Event was a success  
- The raffle tickets and posters will be generated earlier this year  
- Champagne tasting on May 9th  
The next meeting is scheduled for May 6, 2008.

G. **Benefits & Compensation Committee**  
This committee did not meet.

H. **Classified Employee Recognition Committee**  
This committee met and discussed the following topics:  
- 21 nominations were received for Employee of the Year. The winner will be announced at the Honor the Best Event.

I. **Classified Staff Development Fund/ Education Leave**  
This committee did not meet.
- Annie Abinanti reported that she can do a presentation to various departments that are interested in knowing how they can contribute to the Classified Employee Development Fund.
- The Hope Fund (endowment fund) is set up and ready to be utilized. It can be used to take any class whether it is a credit course or not.

J. Committee on the Status of Women
This committee met and briefly discussed the structure of the women’s center.

K. Elections Committee
This committee did not meet.

L. Emergency Planning Advisory Committee
This committee met on April 10, 2008. The following topics were discussed:
- Most of the foundations are in for the blue light emergency phones. The crew is starting to set up the poles.
- EH&S is having a fire drill in CAIN Hall at 1:30 p.m. on April 16, 2008. Fire and Police will respond.
- EH&S is upgrading the emergency response guides and posters in classrooms. The committee proposed meeting every other month instead of monthly.

M. Facilities Resources Committee
This committee met. The following topics were discussed:
- The solar panel at JCSU was approved
- Mining Cart Replica for 100th anniversary display in front of Mackay School of Mines
- Nelson Building Basement: request to use as storage
- Students looking at old Wolf Den for a place for students to meet, study, and have coffee
- GIS service on buildings on UNR campus
- Anderson Remodeling of Room 102 approved
- Introduction to new Director of Environmental Health and Safety, Stephanie Woolf.

N. Faculty Senate
The Faculty Senate met on April 15, 2008.
Dr. Marc Johnson is the new Executive Vice President and Provost and will begin on June 1, 2008. A reception will be held in his honor on April 24 at 4:30 in WRB 4001.
Regent Mike Wixom was a guest at the March meeting and discussed the new iNtegrate program that will allow flexibility for students to take courses at any NSHE institution. It will replace the legacy systems that have been in use for years. The start-up cost that has been set aside by NSHE is $25 M and this is only the beginning of the project.
The Faculty Senate Executive Board was scheduled to meet with Provost Jannet Vreeland about the Health and Human Sciences (HHS) restructuring. They will review the formal proposal and then bring it before the senate.

Manager Michelle Hritz asked senators to share information about the website and its accessibility and helpfulness to faculty. They suggested a blog to make it interactive and to have searchable minutes. She will be working towards updating the Faculty Senate website. The meeting summary is available at the Faculty Senate website: http://www.unr.edu/facultysenate/Meetings/Index.htm

O. Occupational Safety Committee
This committee did not meet.

P. Parking and Traffic Board
This committee met on March 19, 2008 to discuss the parking fee structure. This topic will be further elaborated on by Melody Bayfield who will is scheduled to speak as a guest speaker in today’s SEC Meeting.

Q. Police Advisory Board
This committee met and the new student body president (Eli Reilley) was introduced. This committee will only meet twice a year.

R. Police Services Board of Professional Standards
This committee will meet in May 2008. Theron Flavin is the SEC Representative for this committee and is required to participate in a ride-along. He expects to have a report for the June SEC Meeting.

S. Red Tape Committee
This committee did not meet.

T. SEC Bylaws
This committee did not meet.

U. SEC Luncheon Committee
This committee met on April 11, 2008. The committee discussed the following topics:
   ▪ **Target Dates:** Tickets and invitations will be printed and picked up by April 23rd. Tickets will be distributed to ticket sellers by May 1st and the campus announcement and invitations will be mailed by May 2nd. The programs will be printed and picked up no later than June 5th.
   ▪ **Budget:** A draft of the proposed 2008 SEC Luncheon budget has been delivered to Ron Zurek for review. The decorations for the event will be determined once the budget amount for the luncheon has been approved.
   ▪ **Catering:** Various luncheon components were discussed.
   ▪ **Emcee:** The committee is working on securing an emcee for the event.
V.  **SEC Open House**

The Open House Event on April 2, 2008 was a success! There were over 415 guests that came through the door. The event took place in the Grand Ball Room in the Joe Crowley Student Union. There were 58 vendor tables, 33 of which were off campus vendors. Many of the vendors were new and look forward to participating again next year. The donations for the raffle prizes were bountiful and several more donations were received at the event which resulted in prizes being raffled off every 3 minutes. The cookies and lemonade were a successful alternative to finger foods and as a result, the budget came in even lower than projected. The focus of this event was on the vendors and the feedback has been positive. The Open House Committee would like to extend a special thank you to Jimmie Ralls, Robin Collins, Pamela Terango, Janita Jerup, and Katie Sloan for their help with transporting materials, and help with decorating and last minute preparations.

This committee will have a wrap-up meeting on April 24th.

W.  **SEC Web Page**

Erin McGarvey thanked Jessie Payne for taking over the webpage. Pictures from last year’s luncheon have been published to the webpage and content and links have been reviewed. Marie Tully will be the back-up support for Jessie Payne.

X.  **Student Services Food/Retail Dining and Catering Committee**

No Report Given.

Y.  **Student Union Advisory Board**

This committee will meet in May.

Z.  **University Disabilities Coalition**

No Report Given.

AA.  **Video Surveillance Committee**

This committee did not meet.

BB.  **Work and Family Taskforce**

This committee did not meet.
IV. **Guest Speakers**

**David Thawley, Dean, ABNR / Dir, Exp. Station**

Dean Thawley introduced himself and described the College of Agriculture and Biotechnology. The college consists of the following departments:

- Animal Biotechnology
- Biochemistry and Molecular Biology
- Natural Resources
- Environmental Science
- Nutrition
- Resource Economics

The college has strategic priorities:

- Natural Resource Management
- Biotechnology and molecular biology
- Agriculture and Horticulture
- Environmental Science
- Economic Development

This college offers a whole spectrum of undergraduate degrees including 5 Ph.D programs. Undergraduate enrollment has steadily gone up since 2002 from 662 undergrads to 812 undergrads in 2007.

There were 135 graduate students enrolled in 2007, 62 Tenured Faculty, 35 Non Tenured Faculty, 24 Post Docs, 60 Classified Staff, and 45 Temporary Instructors/Researchers.

Dean Thawley said that there are many facilities maintained by the college and there is a fine line between the cost of the facility to operate and what it actually generates.

Facilities:

- **Valley Road Field Station:**
  - Equestrian Center boards horses, offers equine studies, and teaches classes to the public
  - New green houses and research centers
- **SS Ranch Wadsworth:**
  - Given to the university. This property is located near a reservation, is very expensive to run and is subject to flooding.
- **Rafter 7 Ranch:**
  - This property is owned by a trust.
  - The university used this ranch to develop a flock of sheep that produce the best wool in the United States. Fine wool goes to Europe (for suits, etc.)
  - Rams are sold from this ranch every year.
The genetics for these sheep was started by a faculty member who purchased 10 rams in Australia for $100,000.00

- **Gund Ranch, Eureka, Co:**
  - This is the largest university owned ranch
  - Located in Grass Valley
  - 8000 Acres
  - BLM Property
  - Has 340 cows and offspring

- **J Dow Wetlands, Honey Lake, CA**
  - Used by environmental science, particularly to study nesting birds.

- **Nevada Genomics Center:**
  - Type DNA (UNR and UNLV get samples of DNA from around the country)

- **Nevada Proteomics Center:**
  - Uses more cutting edge than DNA

- **Nevada Greenhouse Complex:**
  - Will be officially opened next week. This is a state of the art facility that will be used for environmental research.

Every state has a state agricultural experimental station. Nevada does not have a big agricultural sector.

Dean Thawley discussed a range of interesting topics surrounding the college including:

- **Genetic adaptation of cattle to the Great Basin Rangeland.** This is an animal science project that is working on prescription grazing to help control cheat grass that will carry a fire, and also the reduction of “foot-hill abortion” in cattle in UNR and Davis. A vaccine is being created to immunize the cattle against the tick that carries the disease that causes the cows to lose their calves. The tick is carried by the area deer.

- **Respiratory disease in sheep** is also being studied. The virus causes the long horn sheep in the region to die off and some think it is carried in by the domestic sheep. Studies show that tagged animals carry the organism and it is likely that it lies dormant in the longhorn and then is activated when the animal experiences stress, much like the common shipping fever experienced in cattle.

- **The biggest research effort currently underway is in the Department of Biochemistry.** The goal is to develop plants that are tolerant of environmental stress such as extreme heat or cold or lack of water. Genetic engineering is researching what makes plants cold tolerant and salt tolerant. There is one plant at the Valley Road facility that has been dried out for two years and was revived within 8 hours of being watered. This research group is developing alternate crops for Nevada, including a small vineyard. Other projects include controlling the infestation of bark beetles, researching Lake Tahoe water quality issues,
restoration of cutthroat trout in the Truckee River, and conducting mercury studies along Steamboat Creek.

- Stem cell research in Sheep - sheep are used for stem cell research because their immune system mimics the human immune system better than any other animal. Sheep also have a similar gestation period as humans.

- Nutritional intervention and cancer

- Wolfpack meats – provides teaching experience including meat cutting classes for students.

For more information, visit the College of Agriculture and Biotechnology website at: [http://www.ag.unr.edu/cabnr/](http://www.ag.unr.edu/cabnr/)

**Melody Bayfield – Director, Parking and Transportation Services**

Melody addressed key issues that are currently affecting Parking and transportation on and around campus:

- The Knowledge Center is wrapping up and the east side will stay fenced through the summer
- Silver 8 permit holders were directed to park in structures
- Access with the new construction is the biggest parking issue right now. All EX vehicles will still have access and disabled parking will be able to access parking spaces behind the business building
- The University Inn has been renamed: Sierra Hall. All parking at the Hall will be designated for the residence hall except for 22 spaces which have been reserved for Extended Studies and the NCJFCJ judges
- The Jot Travis parking lot is reserved for Davidson Academy
- There will be a $20.00 increase in parking permit fees to accommodate a 10:00 p.m. shuttle. (shuttle service is provided to more than 7000 people per day)
- Shuttle service will move to 10 minute intervals in some areas
- Parking Services will be funding student officer cadet position for safety issues. The cadets will be located in the parking garages at night
- Cadets will be in collaboration with the criminal justice program
- A shuttle will be designated specifically for Davidson Academy
- Currently, the shuttle will not go to Mackay Science or Orvis Nursing
- Silver 12 parking spaces are limited due to construction
- Silver 8 parking permits have priority over others on the wait list
- The cap on parking permits is 600. 400 go to students and 200 go to Faculty and Staff
- Green permit spaces will not be replenished throughout campus
- Construction will begin in two weeks and will have an impact on street parking
■ Permit holders can use metered parking during breaks. It is also ok to park in residence halls during breaks.

For additional questions or comments, you may reach melody at: Bayfield@unr.edu or visit the Parking and Transportation website at: http://www.unr.edu/parking/

V. **Open Discussion**

■ Christina Jones is a volunteer coordinator for the local Multiple Sclerosis Society this year. She contacted Melanie England to see if UNR and the SEC could help support this cause. There are three walks scheduled in the month of May that they need assistance with. The dates are:
  ■ May 3rd at the Sparks Marina
  ■ May 10th at Camp Richardson in South Tahoe
  ■ May 17th at Thunder Canyon Golf Course in Washoe Valley

Volunteers are needed to help with handing out t-shirts, registration, handing out food, water, set up and clean up. The day starts at 7am and ends between 2 pm and 4pm. Any help is appreciated. Please call Christa Jones at (775) 379-5013.

■ Brochures for the SEC are posting on the SEC Website on the “About SEC” page.

VI. **Next Meeting**
Tuesday, May 20, 2008
2:00 p.m. ~ 4:00 p.m.
RSJ, 304