STAFF EMPLOYEES’ COUNCIL
October 18, 2011
Rita Laden Senate Room
Joe Crowley Student Union
2:00 p.m. ~ 4:00 p.m.

MINUTES

Executive Officers Present:
Erik Williams (Chair); Christopher Chadwick, (Vice Chair); Phyllis Snedeker,(Secretary); Patti Bussio, (Treasurer); Lee Green, (Public Relations Coordinator)

Representatives Present:
Julie Bradt, Jacob Cann, Katherine Dirk, Melodie Gander, Scott Geib, Melissa Glenn, JoAnn Hoskins, Kristen Kabrin, Nancy Kelly, John Kreiger, Shelly Madalinski, Chris Mikulich-Cook, Karla Narcisse, Chet Payne, Erinn Thomas, Barbara Wiley

Representatives Absent:
Tara Acquafondata, Dorothy Currie, Lynda McLellan, Gary Price, Asta Ratliff

Guest Speakers: We were happy to have the following speakers visit:

Cary Groth, Director of Intercollegiate Athletics presented a power point that illustrated the revenue building that Athletics has been experiencing the last several years vs. the output of operating the program vs. cuts to the program and how “Moving to the Mountain” time zone will bring in much needed revenue to their program and prestige to the entire university. Athletics is self-supporting and Cary explained that the public/university may be operating under the impression that state budget cuts weren’t made to the program and that though, “simply is not true”. The new athletic motto is One Pack, One Community. Her department would like to even broaden the motto to include “One University”. She also mentioned that they’ve been paying for fan’s parking through an arrangement with Parking, but couldn’t afford it this year. She thanked everyone for supporting the Pack.

Our next speaker was, the Associate Vice President of Student Services, Jerry Marczynski. He talked about how Student Life Services supports the student and campus experience through programs ranging from residential life to cultural diversity. Student Services is involved with ASUN, student activities, provides the campus after hour escort service, works with student conduct issues and offers tutoring services, among many other student experiences her at the university. Dr. Marczynski provided an organizational flow chart and explained the structure of his department and who is responsible for which department within Student Life.

President Marc Johnson came in as well and spoke again about the now effective PEBP cuts, and how NSHE is looking at getting a separate insurance plan from the rest of state government. The Board of Regents is doing a study on the feasibility of such a plan. Other possible plans mentioned were a self-supporting idea; however these are all just ideas at this stage. He
mentioned that furloughs were not equitably distributed to the Campus and that now, this fiscal year, July 2011, they are more equitable. He thanked once again, the classified members for the work they do volunteering on this committee and in our offices.

Terina Castro, with Veteran’s Services here on campus was a last minute speaker. She came to ask for volunteers for the 11-11-11 National Roll Call Event. The event will meet and simultaneously with the nation, recited all the names of the fallen soldiers of the Iraq, Afghanistan wars.

**Call to Order:**
The meeting was called to order at 2:00 pm.

I. **Approval of Minutes**
Minutes for September were approved

II. **Committee Reports**

A. **Administrative Manual Committee**
   Did not meet.

B. **Arboretum Board**
   Did not meet.

C. **ASUN**
   Did not meet.

D. **Athletics Advisory Committee**
   Committee does not meet as a board at this time.

E. **Balloon Race Committee**
   Committee met on 10/4/11 at Noon in the Sanford Center for Aging (Center for Molecular Medicine): Members present were:
   - Melodie Gander
   - Chris Mikulich-Cook
   - Asta Ratliff
   - Carole Anderson (liaison between UNR and Reno’s Balloon Race Committee)
   - Jill Burner
   - Ginnie Kerzey

   We discussed details with new members of what to expect during the Great Reno Balloon Race in early September of 2012. We will not be meeting again until February and then will meet once a month from thereafter. In July and August, we will be meeting on a weekly basis in preparation for the big event.
We need to be prepared for organizing a scholarship raffle, designing a balloon pin, soliciting swag donations for the pilot registration party, PR, volunteer and sell balloon pins at the booth in Rancho San Rafael, provide food for the volunteers, organize a committee potluck for our balloon pilot, crew for the pilot during the races, etc.

F. **Benefits and Compensation Committee**  
Did not meet.

G. **Classified Employee Recognition Committee**  
John Krieger reported that CERC did meet and has selected a November recipient.

H. **Classified Staff Development Fund/Education Leave**  
Did not meet.

I. **Committee on the Status of Women**  
No report.

J. **Elections Committee**  
Did not meet.

K. **Emergency Planning Advisory Committee (EPAC)**  
EPAC Committee: Met October 6, 2011 at 1:00 pm, Nancy Kelly reported the following:  
EPAC discussed safety and traffic around campus. They also discussed creating a list of proctors for each building. The proctor would be the main contact person for opening and locking the building, having a list of emergency contacts and maintaining a list of all rooms/personnel for that building. The details of this meeting will be available once minutes are approved at the next meeting.

L. **Facilities Resource Committee**  
Patti Bussio reported the following:  
The status on Statue at WRB was updated; it will be installed by the front doors with a bench around half of it. And the Nevada Small Business in Ansari Building requested new signage and this was approved.

M. **Faculty Senate**  
Did not meet and their next meeting is scheduled for September 13, 2011.

N. **Occupational Safety Committee**  
Did not meet.

O. **Parking and Traffic Board**
P. Police Advisory Board  
Did not meet.

Q. Police Services Board of Professional Standards  
NO LONGER MEETING? SHOULD WE MOVE TO DELETE FROM THE LIST?

R. SEC Bylaws  
Did not meet.

S. SEC Luncheon Committee  
Did not meet, however Budget needs to be submitted for the 2012 luncheon, now.

T. SEC Open House  
Did not meet.

U. SEC Web Page  
This committee met and Lee Green submitted the following:

SEPTEMBER 28, 2011  This was the first meeting of the committee with its new members. The meeting consisted of introductions and a discussion of plans to redesign the web page and update the content. Shortly after this meeting we received an email forwarded from Erik that originated from Jason Ching. This had information from integrated marketing on campus that could be of help to us to redo the web page. Chairwoman Nancy Kelly set up a meeting to learn more.

OCTOBER 13, 2011 The committee met with Jason Ching and Kevin Murphy from Integrated Marketing on campus. This was an informational meeting to learn about CMS or Content Management System. This is a system that Jason and Kevin work with that would help us design and manage the SEC web site and would be of no cost to the SEC. After this informational the committee agreed unanimously to utilize this system for the web page redesign.

OCTOBER 17, 2011  The committee met to begin the process of redesigning the web page and updating content. It was a productive meeting. A new web page layout was selected and discussion of content was begun.

V. Student Services Food/Retail/Dining/Catering/Committee  
Did not meet.

W. Student Union Advisory Board  
Did not meet.

X. Sustainability Committee  
Did not meet.
Y. University Disabilities Coalition
This committee did meet and Lee Green reported the following:
1. URDC had Reg Stewart as a guest. Reg is Director of Cultural Diversity and newly appointed Director of Diversity Initiatives. Reg was there to meet with the committee in his new capacity to learn and to question. The discussion involved persons with disabilities being included in the diversity picture and presenting relevant information that could be presented to the board of regents when Reg makes an appearance.

2. Disability Awareness month was discussed. This included discussions of the upcoming events which include a campus visit and speaking engagement from Temple Grandin and the assistive technology fair.

3. There were no facilities updates.

Z. Video Surveillance Committee
Did not meet.

AA. Work and Family Taskforce
Phyllis Snedeker obtained the minutes from the WFT meeting, held in October. The Work and Family Task Force, one of the Presidential Diversity Committees at UNR, was reinstated at the beginning of the 2010-2011 school years. Our first meeting was held on Wednesday, September 15th and convened by Sandra Ott (Basque Studies). The Task Force had been inactive for at least two years so it was necessary to consider the last posted mission statement and collect information about past topics and programs before forming a plan for the current school year.

Last posted mission statement:
“This committee aims to assist faculty, staff, and students in balancing their work/school and family lives by encouraging the university to develop family-friendly policies and services. Goals are to improve the family friendliness of the campus in terms of policies, resources, and services; and to inform the campus community of available resources.”

In addition, a list of potential issues applicable to the Task Force’s mission was distributed at the meeting. That document is attached to this report.

Members of the Task Force collected information from a number of sources including private conversations with former Task Force participants, policies,
transcripts and analyses of surveys, defunct committee webpages and faculty, staff and graduate student rules and regulations.

After review of the assembled data, a few topics stood out.

- The status, availability and cost of child care had been a frequent topic of discussion and action by past groups.
- Conversely, similar information about elder/adult care had not been considered and was difficult to find.
- What exactly defines a “family-friendly” environment?
- Previous surveys were too limited in either scope of topics or distribution to adequately address the problems experienced by employees in today’s economic climate.
- There is no centralized source of information available to University faculty, staff or students.

The assembly and maintenance of a webpage (or full website) linked to the UNR site was considered a desirable product. However, lack of time and funding to complete research and to create and maintain such a site was considered out of the scope by the current committee members.

The committee chose to support the development and distribution of a new survey which would encompass the scope of issues presented at the first meeting, distribute the survey to the faculty, staff and graduate and undergraduate students (through their appropriate organizations on campus), complete an analysis on the collected data and then present that information to the President and his staff as guidance during the budget negotiation process.

Open Discussion:

III.  Next Meeting
November 15, 2011  2:00PM – 4:00PM
Rita Laden Senate Room
Joe Crowley Student Union

The meeting adjourned at 3:50

Respectfully submitted by:
Phyllis Snedeker, SEC Secretary