MINUTES

STAFF EMPLOYEES COUNCIL
January 16, 2012
Joe Crowley Student Union
2:00 p.m. ~ 4:00 p.m.

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, Anette Christensen, Katherine Dirk, Melodie Gander, Scott Geib, JoAnn Hoskins, Kristen Kabrin, Nancy Kelly, Shelly Madalinski, Mike Maskaly, Lynda McLellan, Chris Cook-Mikutlich, Jennifer Nelson, Tara Podnar, Asta Ratliff, and Barbara Wiley

Representatives Absent:
Melissa Glenn, John Krieger, Karla Narcesse, Chet Payne, Gary Price

Guest Speakers: We were happy to have the following speakers:
President Marc Johnson spoke to the big challenges for all of the university staff when it comes to the current health insurance program we are working with. He experienced firsthand, having had a recent injury that they deny a claim first and then proceeds to be very problematic as to what little they cover. He said there is talk to try and get better coverage for all members of the university system. Mentioned that winter closures weren’t cost saving and that many researchers and animals throughout campus for experimental purposes can’t be without electricity and heat. Again he mentioned the revenue that will be generated by the student increase and how they university has budgeted the “good fortune” of the 5.5 million it now has to spend on renovating much needed classrooms and debt reduction. President Johnson noted that the Fire Science Academy, in Elko will close and the area sold to the National Guard for 10 million dollars. That will reduce the debt from the academy was causing since it had not been able to operate profitably for some time.

Beau Whotten, with Food Service Marketing: Introduced the new changes to the Northside Café, to include a Godfather’s pizza! The Overlook will add “Toss”, made to order salads. He provided and shared Starbucks’ coffee and cocoa with a large tray of cookies and baked treats!

Kathy Ray, Dean of Libraries attended as well. She spoke about the free amenities available to students and staff located inside the Knowledge Center. Six need “Readers”, free music downloads, massage chairs and now a mobile app for the KC as well!

Dr. Shannon Ellis: Dean of Student Services gave a quiz as to what Student Services actually does for students so that we could be helpful in directing them there, should we have occasion a student needs this advice. She explained FAFSA and the BASICS program, both programs designed to help students. FAFSA is funding for federal aid and BASICS helps a student who
find themselves in trouble with issues such as overdrinking or with safety issues. She is excited to make sure her department helps each and every student that comes in the door needing assistance of any kind!

Call to Order: The meeting was called to order at 2:05pm.

I. Minutes for DECEMBER were approved with changes

II. Committee Reports

A. Administrative Manual Committee
Did not meet.

B. Arboretum Board
Did not meet.

C. ASUN
Did not meet.

D. University Athletics Committee
Did not meet.

E. Balloon Race Committee
Did not meet.

F. Benefits and Compensation Committee
Did not meet.

G. Classified Employee Recognition Committee
No Report.

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

I. Committee on the Status of Women
Did not meet.

J. Elections Committee
Did not meet.

K. Emergency Planning Advisory Committee (EPAC)
EPAC met and Nancy Kelly provided their approved minutes as follows:
I. **Police Services Update:** Chair Renwick reported that another university-wide emergency drill is being planned for February 2012 and the planning has begun for the drill. Greg Gardella suggested that Police Services contact Zach Cooper-Chadwick for getting this information up on the campus digital signage. Chair Renwick will have Ed Atwell contact him with the information. The first home football game is this Saturday at 4PM at Mackay Stadium and is between UNR and UNLV. Police Services have prepared for the security at the game. Additionally, the 2007 emergency plan for the stadium is being reviewed. It is quite long and needs to be updated.

II. **EH&S Update:** John Siebel advised the committee that there is not a lot of new information in EH&S except for the recycling efforts that are aimed at football tailgaters outside of the stadium. Plastic bags specifically designed for the effort will be distributed prior to the game and then picked up at the beginning of the game.

III. **Facilities Update:** John Walsh informed the committee that the cameras and lighting upgrades have been completed at the Sierra Street Garage and they will be moving ahead with the relighting of Brian Whalen Garage. The Virginia Street footbridge project is moving forward with concrete resurfacing and restoration. Facilities are hoping to work on it over winter break and have it completed by May. The Living Learning Community is on schedule and will begin to be formally used in May 2012 when the summer camps begin.

IV. **Old Business:** Chair Renwick related his discussion with Parking and Transportation Services regarding adding an additional shuttle stop to the northwest of the motor pool area behind the Nevada State Public Health Lab. It is not feasible at this time because of timing issues and the extra time required for the route to make a further stop.

Chair Renwick asked the committee members for the issues they had come up with for potential committee review this academic year. John Walsh had several items he wanted to consider for review: 1) removing conflicts between pedestrians and vehicles and pedestrians and skateboarders. Facilities Services are currently looking at the engineering possibilities and moving the entrance of the Whalen Parking Garage to 15th Street. Chair Renwick pointed out that enforcement for skateboards and bicycles is difficult on campus because the Campus Conduct Policy allows them. Chair Renwick suggested the building proctor be considered again since most of the committee work on it was done a few years ago and we have a new upper administration who may be more open to the concern of having building proctors for all of the campus buildings. It would help to improve campus security.
If there is going to be funding involved now would be a good time to consider for the next UNR biennium budget. John Sagebiel suggested using the Chemical Inventory model for a way to build a list of individuals responsible for the buildings and their emergency contact information. The excuses are falling away and it may be time for the University community to make a funding commitment for better security measures for campus buildings in its capital improvements fund. Greg Gardella agreed that it could cut down on the thefts in the buildings. Another issue was raised by John Sagebiel and that is the parking lot entrance at Fleischmann Agriculture and the four way stop from Evans, 9th, and Record Street. Much of the time the vehicles coming out of the parking lot fail to stop at the sign. It is too small of an area for a round-about but maybe other measures could be considered to improve the safety of this area. Greg Gardella asked the committee to consider as well funding for emergency information going out to all classrooms from the TLT. Greg is currently getting quotes on emergency computer desk top alert systems that could work in tandem with the emergency text message and telephone notification systems that are currently in place on the UNR campus.

The committee members agreed that the pedestrian/vehicle safety measure, the desk top emergency alert system and the building proctor would be the focus of our next meeting and the process of bringing it to the administration’s attention. The next meeting will be scheduled for Thursday, December 1, 2011 at 1PM.

L. Facilities Resource Committee
Did not meet.

M. Faculty Senate
Did not meet.

N. Occupational Safety Committee
Did not meet OR No Report?

O. Parking and Traffic Board
Did not meet.

P. Police Advisory Board
Did not meet.

Q. SEC Bylaws
Did not meet.

R. SEC Luncheon Committee
Did not meet.

S. **SEC Open House**  
Need Report

T. **SEC Web Page**  
Lee Green reported that this committee did not meet, however they continued to work on the new web site design, which included:
1. CMS (Content Management Systems)
2. Training for CMS is scheduled for late January or first of February.
3. The committee hopes to have a “new and improved” website up and running by early February.

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

V. **Student Union Advisory Board**  
Did not meet.

W. **Sustainability Committee**  
Did not meet.

X. **University Disabilities Coalition**  
Did not meet.

Y. **Video Surveillance Committee**  
Did not meet.

Z. **Work and Family Taskforce**  
Did not meet.

**Open Discussion:**  
Reminder that SEC budget due for SEC Awards Ceremony and also a reminder that new members need to sign up to sit on a minimum of two University Committees Boards as part of their SEC commitment.

The January meeting adjourned at 4:00  
**Next Meeting: NEW LOCATION THIS MONTH**  
**February 21, 2012 -- 2:00PM – 4:00PM**  
School of Medicine’s - CMM- Room 111 (North end of Campus)

Respectfully submitted by:  
Phyllis Snedeker, SEC Secretary 2012