University of Nevada Reno

Staff Employees Council (SEC)

Meeting Minutes

July 21, 2015

Reynolds School of Journalism, Room 101

Representatives Present: Betsy Brownfield (Vice-Chair), Michelle Bruce, Jodi Fraser, Carla Geib (Treasurer), Kerrie Medeiros (proxy for Debra Glogovac), Margo Grubic, Robert Hernandez, Nancy Horowitz, Natsumi Housely, Kathy Johnson (Secretary), Lindsarae Klaes, Linda Kuchenbecker (Ex-Officio Chair), David Lockyer, Menard Lontoc, Cheyenne Magpantay, Mary Miller, Lana Reeves, Pamela Terango, Mona Watts, Adria White.

Representatives Absent: Albert Bonk (Chair), Ashley Andrews (Public Relations Coordinator), Steven Hollingsworth, Harley LaRoche, Jennifer Laslo, Alicia Seefeldt, Dawna Synder, Jodi Yocum.

Guest Speakers: Provost Carman, Tina Lundstrom

I. Announcements/Action Items
   a. Betsy welcomed the new members and everyone present introduced themselves
   b. June minutes approved. Mona moved and Margo seconded.

II. Tina Lundstrom
   a. She passed out a brochure explaining the services of the Library IT department, which includes the Help Desk, the Repair Shop, the Footprints call center and much more. They are all listed under User Services on the UNR website.
   b. Kathy Ray is the interim CIO since the previous one left earlier this year.
   c. There are two new services. One is Nevada Box, which is similar to Dropbox, only more secure. This holds work related folders and files. Betsy asked if anyone can use it, and Tina said anyone with a Net Id can. Jodi Fraser asked if students can use it, and Tina said that only faculty and staff can now, but they can invite students to be a collaborator.
   d. Once a month the University Tech Council meets and there is someone there from every department each month, similar to SEC. It’s open to Tech or Admin staff.
e. There is an ongoing maintenance of Windows computers every 2\textsuperscript{nd} and 3\textsuperscript{rd} Thursday of the month from 2:00 am to 6:00 am. Robert asked will your computer still receive the updates if your computer is off. She said yes, although you may have to reboot two or three times. The nas is updated every Sunday night.

f. If you would like to know about alerts, go to lists.unr.edu and sign up for IT alerts.

g. There is a project request form on the IT site. If you have a project idea, you can go into SharePoint and discuss your idea with IT staff.

h. A UNIX server administrator position is open for the University.

i. Tina discussed Lynda.com. It is free and there are over 700 subjects. If you have a Net ID, you can log in at Lynda.unr.edu or at http://www.unr.edu/it/training/lynda

j. Lindsae commented that it takes two to three weeks for a tech to come down to the Nelson building when there are connectivity issues. Tina said that is because there are only a couple of full time staff members to address issues. She will look into it. Lindsae also asked if there were any plans to update the wireless in the Nelson Building. Tina said no because the entire building would have to be re-engineered, but to let her know if Lindsae or anyone else hits any dead spots.

k. Linda said that in the past if you were a Verizon user your access is still non-existent. Is that still true? Tina said that there are still issues, but that IT is looking to update access campus-wide.

III. Provost Carman

a. He began with answering a question about Curriculog in regard to how long it takes to get a course approved. He spoke with Joe Klein and Elliott Parker and they said it can take 14 weeks for an undergraduate course to be approved, and 16 weeks for a graduate course. Advice from Elliott Parker is to go to unr.curriculog.com; you can go to each proposal and get its status. It’s a difficult time for course review because Curriculog was launched last fall and there’s always a learning curve with new software. Also, there have been a lot of new courses being reviewed because of the Silver Core curriculum. After these are processed, approvals should go more smoothly.

b. Update – Request for Proposals began last spring and it received a lot of responses. They asked for cluster proposals which are multiple requests in one department, not just individual proposals. Received proposals for 146 positions. Not prepared to
announce the chosen proposals, but they are looking to fill 55 faculty positions, and 11 of those will be lecturers, and rest will be faculty. There will be 12-15 clusters, at least two of which will be beginning next year. All units will receive at least one position. A few of the positions filled will be spousal hires, and a few will be national searches for department chairs.

c. They will soon send out requests for additional 11 classified positions. There will be 41 graduate teaching assistant positions and many will be placed in line with the new faculty assigned. Five academic advisors will be assigned, as well.

d. Enrollment numbers are up – there are 1,400 to 1,600 more students than last fall. There is only a modest growth in graduate enrollment which is a concern for him.

e. Linda said that she heard that there is not enough housing. He said that’s correct. We are tripling in the new dorm and in Argenta. Manzanita is still housing students. The dormitories are limiting the number of students enrolling, but in a way that is good because it keeps us from growing too fast. Betsy asked if we work with the housing around UNR and asked if the new apartments on Evans by the NSHE office were full. He said he didn’t know because they are not affiliated with UNR.

f. Linda asked about the boarded up houses on Virginia Street. Is that something the University is looking at? He didn’t know about those, but there may be an apartment complex going up on Virginia Street. One property was sold to USAC recently and it will be remodeled; if in the future they decide to sell it, UNR can buy it back. They are trying to acquire property south of campus on the 8th and 9th street corridor. He’s not sure about the buildings Linda mentioned, but some are owned by the University.

IV. Questions

a. Any questions? No, just about if this room was permanent.

b. Linda reminded the members that the August meeting is the voting for the Executive Board members.

c. Betsy said we need people for the Open House and the Reception Committee.

d. Linda said to think about which committee to be on.

Meeting adjourned at 3:01