



**ADMINISTRATIVE FACULTY ASSEMBLY GENERAL**  
Unapproved Meeting Minutes  
November 18, 2016, 1:05 p.m. to 2:10 p.m.  
Charleston Campus H105, other campuses via teleconference

Officers Present: Jacob Bakke, Tamara Flores-Sahagun, Jeff Buchwald

Division Representatives Present: Kim Booth (NLV), Leilani Brandes (NLV), Christina Brown (NLV), Michelle Chan, Jeff Fulmer, Connie Newton, Beth Schuck, Christian Trice (NLV), John Woodbury (NLV), Suzan Workman

Division Representatives w/Proxy: Pamela Gallion for Marylou Kohlmeier (HN), Bernadette Lopez-Garrett for Frank McPherson (NLV), Anat Marinsky for Kathy Eghoian

Division Representatives Excused: Jann Carson, Maria Ubaldo

Division Representatives Not Present: Kevin Altman, Scott Camero, Camille Naaktgeboren, Charlene Reeves, Cynthia Sargent, Haunani Taylor, Nancy Webb, Cheryl Wilkes, Michelle Word

Guests: Paula Gonzales, Peter Legner, Leslie Nilsen, Jennifer Torgerson

- I. Chair Jacob Bakke called the meeting to order at 1:05 p.m. Quorum present, but was not claimed.
- II. Approval of Minutes
  - A. Minutes from the previous three meetings were not voted upon for approval, due to perceived lack of quorum.
- III. Guest Speaker
  - A. Sam Bachert, Director of Academic Technology presented briefly on the new CSN webpage.
    1. Questions covered:
      - How can an “archive.csn.edu” page-owner request approval for a page to be migrated to csn.edu?
        - Contact the OTS web-services team.
      - Is there a specific person who makes the decision to approve or deny a page’s migration?
        - No policy has yet been created to address judgements on specific pages.
      - What is the current timeline of implementation for the internal site and single sign on?
        - Internal site will be accessible before spring term, “Single Sign-On” should be available in the summer.
- IV. Chair’s Report
  - A. Board of Regents Meeting
    - 1 Regents discussed rates of leave accrual in the context of the UNR>UNLV medical school administrative faculty transfer, specifically questioning rates of leave accrual among other NSHE administrative faculty.
    - 2 Regents discussed reviewing the Transfer of Administrative Faculty Policy.
    - 3 Chancellor White spoke in favor of mission differentiation in offered degrees, admissions, and pricing policies.
    - 4 System Office is gathering data for a “Nevada Promise” proposal this legislative session.

- B. Executive Leadership Team report
  - 1. NV Budget Shortfall will likely be 400m-600m for 2017 session. NSHE, as well as other state departments compiled a 5% cut proposal.
  - 2. Chancellor White discussed the Board's 2017 budget priorities, NSHE organizational sustainability and CSN's multi-campus district study.
- C. Public Employees Benefits Program Board Meeting
  - 1 Board approved proposals to increase deductible on PPO/CDHP, add a \$25 copay on vision exams, and cap HRAs at \$5000.
- D. AFA Employee of the Month
  - 1. November 2016 – Nicholas Snead, nominated by Aster Yehdego

**V. Committee Reports**

- A. AFA committees:
  - 1. Elections: Chair Jeff Buchwald discussed changing the committee charter to include recruitment.
  - 2. Recognition: Chair Tamara Flores-Sahagun requested additional nominations for AFA Employee of the Month.
  - 3. Fundraising: Chair Jacob Bakke requested that any administrative faculty members interested in participating with the fundraising committee should contact him.
  - 4. Evaluation Committee: Chair Beth Schuck
  - 5. Legislation Action: Chair Jeff Fulmer shared a handout detailing legislative resources for the upcoming session and explained that the committee will meet as the session begins. BDR submissions and potential legislation related to higher education was discussed.

**VI. Other Committee Reports**

- A. Faculty Senate Report
  - Senator Jeff Fulmer stated that the Faculty Senate is considering changing their by-laws. In addition, they retroactively approved the new hiring policy.
- B. Faculty Senate Committees:
  - Past Chair Tamara Flores-Sahagun stated that the Academic Standards committee has finished the Academic Integrity policy and is now discussing the Animals on Campus policy.
- C. All College Committees:
  - Chair-elect Jeff Buchwald reported on the survey put out to CSN students by the National Alliance for Partnerships in Equity. The survey identifies gender gaps among academic programs.

**VII. Other**

- A. Next Meeting: West Charleston Campus H105, Cheyenne Campus Room 2638 (via teleconference), Henderson Campus C-224 (via teleconference), Friday, December 16, 2016 @ 1:00 PM.

**VIII. Adjourned at 2:10 p.m.**