



Truckee Meadows Community College

Faculty Senate Administrative Faculty Committee

MINUTES SEPT. 17. 2021

10:30 – 12:00 p.m. Virtual Meeting - Zoom

Meeting called to order: 10:30 a.m.

In attendance: Johanna Bell, Keith Bingham, Michael Dalton, Ben Davis, Jennifer Hock, Kate Kirkpatrick, Staci Miller, Ashlyn Moreno (Chair), Keegan Philips, Micaela Rubalcava, Jack Sato

Absent: Leslie Jia, Thomas Kearns, Miguel Martinez, Brandy Scarnati, Nicole Scollard, Nicole Shimabuku (Proxy: Keith Bingham), Sidney Sullivan (Proxy: YeVonne Allen)

Guests: Amber Anaya

Approval of 5/14/21 Meeting Minutes

Motion: Ben Davis

Second: Kate Kirkpatrick

Motion Passed

House-Keeping

Note taker: Amber Anaya

Summer Synergy Summit Update

Attendance was not huge at the in-person workshops and the committee discussed possible reasons why. Listed were COVID concerns, employees taking annual time off, issues of burnout, and overworked employees. Ashlyn suggested the committee work together on projects and whether the committee wants to host another summit. Grant applications are due in November and the funds must be used January thru December 2022. It was also suggested to hold the summit earlier in the Spring. The committee agreed to hold this item for 2022 and focus on other issues.

Merit Pay / Annual Evaluations.

A task force has been formed to evaluate how merit pay might be distributed and what changes to the current policy might be needed. TMCC provided its existing policy to NSHE.

Ashlyn will ask Jennifer Pierce to attend the next meeting for a recap of the work done last year on the Annual Evaluation for Administrative Faculty.

Additional Compensation Policy

Ashlyn asked for any feedback on this policy. It was noted to be sure to get supervisor approval before applying and to have any plan in writing with your supervisor. YeVonne cited her term as Senate Chair as an example.

BOR Update – Vaccine Mandate for NSHE Employees

There will be several stakeholder sessions offered by NSHE on a proposed policy to mandate the COVID vaccine for all NSHE employees. NSHE are seeking policy input. This will be a stand-alone chapter in the handbook that will not intermingle with existing processes. It was discussed whether or not to distribute to all administrative faculty or stay within the committee. The draft has been sent to several constituency groups across the campus. Ashlyn will work with Amber to send an email to the committee. An issue noted was clarification on exemptions and how that piece will work.

New Business

Adding the Administrative Faculty Chair to the Faculty Senate Executive Board. This will be a priority this year and will require a bylaw change. Ashlyn will begin discussion with the Faculty Senate Chair.

Old Business

The work from home policy is headed to the Planning Committee and will receive its second reading and vote at the September meeting. A fully remote position will likely be a back-end position with a means to assess performance. Human Resources has a draft prepared. There are three levels: a supervisor would approve random days, a set hybrid schedule would require the approval of HR and the supervisor, and fully remote which would require presidential approval.

Committee Announcements

Micaela Rubalcava highlighted upcoming professional development workshops.

Agenda items for the next meeting are Annual Evaluation project and the bylaw change.

Next Meeting October 15, 10:30-12 P.M. via Zoom

Adjournment: 11:50 a.m.