



Truckee Meadows Community College

Faculty Senate Administrative Faculty Committee

MEETING MINUTES NOV. 17, 2023

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

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

In attendance: Ben Davis (Chair), Kyle Cassinelli, Maggie Eirenschmalz, Ashlyn Herold, Leslie Jia, Kate Kirkpatrick, Jim New, Katie Paul, Lana Reeves, Juana Reynoza-Gomez, Micaela Rubalcava

Absent: Felipe Gutierrez De Alba, Tommie Guy (Proxy: Ashlyn Herold), Ben Davis (Proxy: Katie Paul for second half of meeting), Melissa Olsen, Cynthia Pierrot, Jack Sato, Conrad Wong

Approval of September 15, 2023 and October 20, 2023 Meeting Minutes

Lana Reeves moved and Kate Kirkpatrick seconded to approve the September 15 and October 20, 2023 Administrative Faculty Committee Minutes. The committee approved the minutes.

Administrative Faculty Reclassification sub-committee updates

No updates.

Salary Advancement Policy for Administrative Faculty

The resolution motion has been approved and a rough draft of a salary advancement policy has been shared with the AFC.

Campus News

The Faculty Evaluation Committee (FEC) elections will be held soon pending more volunteers. A tenured faculty member in Technical Sciences and two more Administrative Faculty are needed. A member noted that this is a requirement of new NFA contract. There is a large group already on the committee and all volunteers will receive training from HR. Administrative faculty may not even get called to an evaluation.

The Faculty Senate Representation Committee discussed meeting highlights and a January survey.

New Business

AFC to add language to committee invitation reminding members of commitment to attend or assign a proxy.

AFC to add agenda item to review and assess priorities for the remaining 23/24 year.

Old Business

Performance Evaluation sub-committee updates: Forms ratified by Faculty Senate on Nov. 3, 2023 and need to go to Cabinet and Leadership.

Faculty Senate Bylaw updates: 6.1 and 9.4 combined and read in Faculty Senate Nov. 3 for first read there was no discussion.

The 2023 Low Staffing / Energy Savings Model Survey was sent out Nov. 7.

Adjournment: 12:00 p.m.

Next meeting: December 15, 2023 at 10:30 a.m.