



Truckee Meadows Community College

Faculty Senate Administrative Faculty Committee

MEETING MINUTES DEC.15, 2023

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

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

In attendance: Ben Davis (Chair), Maggie Eirenschmalz, Felipe Gutierrez De Alba, Tommie Guy, Leslie Jia, Kate Kirkpatrick, Katie Paul, Cynthia Pierrott, Lana Reeves, Juana Reynoza-Gomez, Micaela Rubalcava

Absent: Kyle Cassinelli, Ashlyn Herold, Jim New, Melissa Olsen, Conrad Wong

Guests: Amber Anaya

Approval of November 17, 2023 Meeting Minutes

Juana Reynoza-Gomez moved and Ben Davis seconded to approve the November 17, 2023 Administrative Faculty Committee Minutes. The committee approved the minutes.

Assess Priorities

AY 23-24: Ben recently signed the motion form for the bylaw changes. The motion will head to the President's Office for signature. The AF Evaluation forms have been updated on the website.

AY 24-25: The committee will continue with the Faculty Reclassification and Salary Advancement Policy.

Administrative Faculty Reclassification sub-committee updates

Ben led a discussion on reclassification. HR has a process but it is not in writing at this time. He noted additional job duties need to be addressed. Suggestions received were to recruit more members for the committee via a drop-in session at the next meeting. It was also suggested to complete this before the president retires. Committee members mentioned they have had co-workers discuss feelings of being undervalued in position or taking a new position and being valued less than the person who left the position.

Salary Advancement Policy for Administrative Faculty

The committee wants to continue working on this.

Campus News

Micaela reported the Faculty of Color are working on a mission statement, she is working with a student sustainability group, and an upcoming workshop on Latin X.

Katie mentioned the Mental Health First Aid trainings for Kick off.

New Business

It was suggested to have an after work get together of Administrative Faculty to socialize with not particular agenda in mind other than fellowship.

Old Business

The Low Staffing Energy Savings Survey received 200 responses, mostly written. The results will be presented to the Planning Council in the Spring.

Adjournment: 12:00 p.m.

Next meeting: February 16, 2024 at 10:30 a.m.