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# MEETING MINUTES – MAY 21, 2020

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**Call to Order:** 1 p.m.

**Location:** BlueJeans

**Attendees:** Amber Anaya, Arkaitz Aldecoaotalora, Carol Gribbin, Chynna Sandgren, Cindy Martin, Cynthia, Dawn, Donna Clifford, Donna Saunders, Hallie Madole, Hannah Thomas, Helen Scott, Jackie Draper, Janet Bicker, Jeffrey Metcalf, Jenny Taufu, Julia Bledsoe, Julie, Katt Warner, Laura, Samie Perez, Sarah Gill, Scottie Lockrem, Shari Mathiesen, Teri McKinney, Tina May, Toni, Viola, Yerka Hlavacek, Sarah Jacobsen

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## Approve Minutes

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Motion to approve the April minutes was made and approved by Cynthia and seconded by Dawn unanimously with corrections. Correction was made to graduation date – change from September 13<sup>th</sup> to September 18<sup>th</sup>.

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## Agenda Items

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### 1. Employee of the Month Recognition

- Tina May presented the Classified Council Employee of the Month to Yerka Hlavecek.

### 2. Board Members Report

- Presidents Report – Julia Bledsoe
  1. Update on meeting with the President
    - All the information has been disseminated to TMCC employees regarding budget cuts and updates on the process for opening campus. Adjustments are still being made as we learn more. Any access to campus has been restricted aside for a few exceptions. All Summer courses will move to remote instruction. Discussions have been had but nothing confirmed about Fall courses. Julia will keep everyone apprised as she learns more information.
    - Working out of class
      - a. Shared concerns about working out of class to the President and she hears Classified staff's concerns. We have lack of faith in Business Center North (BCN) in doing desk audits. She suggested we take this up with Board of Regents and suggests we decentralize BCN.
    - Grant-in-Aid for Distinguished Classified
      - a. This is perfect for a positive for Classified staff. President recommended we make the application and review process more rigorous. A recommendation was made to extend this benefit to those who get approved for Distinguished Classified and have it paid out of the same fund that is currently used for active employees. Reasoning is that staff right now are unable to take classes while working and therefore would like this benefit for when they retire.
    - Discussed the process of purging students. Looking for ways where we can efficiently serve students where students do not have to go to several different areas to get help and to get added back into a course. A suggestion was made to create an electronic add/drop form.
- Vice President Report – Tina May

1. Faculty Senate Update: President thanked faculty for their hard work. Faculty don't need to do special reporting like they usually do, so they were released after their grades were inputted. Faculty sent a document of suggestions to the President regarding new budget changes and how they could possibly re-organize things.
  2. Yevonne Allen will be the next Chair for Faculty Senate and Virginia will be chair elect.
- Secretary's Report – Sarah Jacobsen
    1. No report
  - Treasurer's Report – Sarah Gill
    1. Operating: 6,256.94
    2. Emergency Loan: \$1,418.50
    3. Employee Recognition: 1,615.89
    4. There is a plan in place to spend \$425 on moving the emergency equipment for the Employee of the Month wall. The vendor completing the work is ABC Fire.
  - Hospitality Report – Teri McKinney
    1. No report
  - NSHE Representative Report
    1. Resolution document on Furloughs was established by NSHE Classified Board and hoping to send this to the Governor's Office/Nevada Legislature.
      - Goal of document: reduce or limit the number of furloughs to lower level paid employees and not applied across the board. Adjustments might be made to the document as the board receives feedback. 1) Add a 3<sup>rd</sup> scenario, 2) Merit conversation, and 3) language about any furloughs not affecting years of service credit, needs to be included.
      - There was a survey link included within the document that was sent out to everyone. Julia urges all to complete the survey. Tina May suggests another email be sent out with just the survey link and the two documents that go with it. Arkaitz suggests that a document be made with concrete language regarding years of service credit so that Classified employees will not get penalized for it. Make this available so that staff can reference it.
      - Julia mentions that two scenarios were created, and the idea was to re-distribute and/or mimic what the budget committee and NSHE proposed for cuts for professionals and faculty. At 2.3% (6 days a year) and 4.6% (12 days a year). Those who are below the established poverty level, mostly essential staff, should not be furloughed and limiting furlough days for the next group above that, and continuing from there. Unfortunately, a scenario for every situation is impossible.
      - Janet Bicker asked if a date has been determined of when furloughs will happen. Julia answers that although no date has been set, hopefully they will discuss it at the special legislature meeting in June. We may hear about it in June or it might not be until August. Julia mentions that the State may give the agencies the ability to make their own decisions on furloughs, so we need to get this in front of the Board of Regents meeting if this is the case so that we can have our voices be heard.
      - As a result of SB135 and AFSCME, they have certified four or five units. Administrative, IT, and Professional units have not been certified. The union does not want Classified to send this resolution to the Governor's office as they have the sole right to represent us, so they say. Julia has been researching to ensure we do not have any legality repercussions on this.
      - Julia discussed buyouts and was notified that there are no savings in buyouts.
      - First statewide NSHE open meeting will take place and more information on when the meeting will be, will follow.

### **3. EoM Wall update**

- President has authorized to get this done. An additional panel will be added and hopefully will get done soon. A Workorder was placed and now waiting for Facilities to begin work.
- The Classified Council and Presidents office will be funding the wall.

### **4. Call for Executive Board Nominations**

- Julia urges those who would like to become a part of the Executive Board to volunteer and/or nominate someone they think might be interested in serving.

**Meeting Adjourned: 2 p.m.**