



# MINUTES FEBRUARY 19, 2021

10:30 – 12:00, Virtual Meeting - Zoom

**Meeting called to order:** 10:32 a.m.

**In attendance:** Ashlyn Moreno (chair), Johanna Bell, Michael Dalton, Leslie Jia, Thomas Kearns, Kate Kirkpatrick, Archana Kumar, Miguel Martinez, Bruncha Milaszewski, Staci Miller, Keegan Phillips, Jennifer Pierce, Brandy Scarnati, Nicole Scollard, Nicole Shimabuku, Sidney Sullivan, Nancy Thiele

**Absent:** Natalie Brown, Marcie Iannacchione, Micaela Rubalcava (on Sabbatical)

**Guests:** Christopher Schiavone, Ben Davis, Jennifer Hock

**Notetaker:** Sidney Sullivan

## Approval of 12/18/2020 Meeting Minutes

Motion: Bruncha Milaszewski

Second: Stacy Miller

Motion Passed

## House-Keeping

Sidney Sullivan will step in during the March and April meeting when Ashlyn is on leave. Thank you, Sidney!

**Committee Representation:** As of November, this was the committee membership breakdown:

- Student Services & Diversity: 10 or 48%
- Academic Affairs: 7 or 33%
- President's Office: 3 or 14%
- VPF&A: 1 or 5%

Should we look at the At Large Senate seats and do they represent all of the admin faculty across the colleges? Right now, no restrictions on the 4 seats, so it could end up being all 4 from one division (student services for instance). We could divide this up by division or by campus. Perhaps discuss increasing the number of at large faculty senate members rather than divide up the 4 we have. Having At Large senators as part of this committee really works well. Or do we want to continue to select at large from those who are nominated. If we change, this may be a bylaw change and may take some time.

## Review the Admin. Faculty Survey Results

Survey showed the 1<sup>st</sup> priority was professional advancement; 2<sup>nd</sup> priority was professional development; 3<sup>rd</sup> was the annual evaluation process; and 4<sup>th</sup> was position reclassification.

Even though the professional advancement was the highest priority, due to budget cuts & layoffs, etc., the committee is going to keep this information on file for the professional advancement and reclassification, and focus on things that are more time sensitive.

The committee noted that the section of survey on annual evaluations seemed to show a sentiment that there is no incentive, but there can be penalties; "If there's no positive impact, why do we do it? No carrots, just sticks. Just an HR requirement."

## Professional Development Days

---

June was the month to hold this. Since it was planned for last summer and cancelled, plan was to move to this summer if we can be face to face. Last time attendance was 25-30 average in the sessions.

We still don't know whether we can be on campus. There were suggestions to use the field or gym. Sierra 108 is not as useable because the furniture does not move, but the is classroom upstairs in the library. Maybe we do small presentation events. Or rent a tent for outside, depending on cost. IT capabilities would need to be investigated to do hybrid. Small breakout sessions could be challenging due to social distancing and hybrid.

Next Steps: We need a subcommittee. Johanna Bell to chair. Committee members: Bruncha. We will send an email out to committee to ask for more volunteers.

## New Business

---

### Topics Related to Returning to Campus

#### a. Topics Related to Returning to Campus

Should we discuss flexibility to continue to work from home? This is Ultimately a leadership/President decision. There are no policies for teleworking. Originally, there were plans to return to campus based on phases. Watching what is going on throughout NSHE. This committee can make a recommendation, but ultimately, it's up to the President.

If we go forward with this, we should demonstrate that we have been filling our mission to the students and to the institution successfully for almost a year. Demonstrate with numbers, stats, data that it can be done. Though it was noted that many students want traditional experience on campus.

Flexibility may be dependent on individual request with manager based on individual needs and family health concerns and workload. Will HR temporary work from home request form continue to be available? It's being evaluated at this time.

We will continue to monitor the situation, state, NSHE and college policy development and discussions.

## Old Business

---

**Adjournment:** 12:00