



Truckee Meadows Community College

Faculty Senate Administrative Faculty Committee

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# MEETING MINUTES SEPT. 20, 2024

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

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

**In attendance:** Ben Davis, Kyle Cassinelli, Natalia Delaney, Maggie Eirenschmalz, Felipe Gutierrez De Alba, Tommie Guy, Kate Kirkpatrick, Katie Paul (Chair), Juana Reynoza-Gomez, Micaela Rubalcava, Lauren Sanew, Conrad Wong

**Absent:** Tara Connolly, Kelly Harlin, Ruth Koppelman, Lori McDonald, Jim New, Melissa Olsen, Liz Prickett, Lana Reeves, Rori Wilkis

**Guests:** Amber Anaya

## Approval of May 3, 2024 Meeting Minutes

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Kate Kirkpatrick moved and Kyle Cassinelli seconded to approve the May 3, 2024 Administrative Faculty Committee minutes. The committee approved the minutes.

## Committee Charges

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Katie reviewed the committee charges and asked for feedback.

## AFC Past and Future Projects Discussion

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The committee discussed items to focus on. Suggestions received were professional development and engagement for administrative faculty. Examples included: brown bag lunches with a professional development session, leadership training for newly promoted faculty, and sessions on how to do administrative functions.

Other suggestions received: hold an afterhours event, offer things at different times of the year, an anonymous suggestion box that could be electronic to include all locations, diversity certificate trainings, information literacy workshops, and inviting the therapy dog to attend events.

## Salary Advancement Policy

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The subcommittee met through the summer and want to integrate their policy with academic faculty policy. The policy would have two procedures (one for academic and one for administrative faculty).

The committee discussed peer review and it was noted it could be helpful if you did not have a great review from a supervisor.

Katie will take the discussion points back to the subcommittee.

## Administrative Faculty Reclassification

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The subcommittee has not met and no updates were given.

## Campus News

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Listening sessions for the presidential search will be September 27, 2024.

There will be many events at TMCC to celebrate Hispanic Heritage Month, World Mental Health Day, and National Coming Out Day.

Other events coming to TMCC: The Latin X club will be starting, Michaela will have a reading for her new book, and the welding students will be creating a sculpture for the Pollinator's Garden.

## New Business

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None.

## Old Business

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None.

**Adjournment:** 11:30 a.m.

Next meeting: October 18, 2024