

ADMINISTRATIVE FACULTY ASSEMBLY

GENERAL MEETING

Unapproved Meeting Minutes

Remote Campus, Microsoft Teams

Friday, May 19th, 2023 - 2:00 PM

- I. Called to Order at 2:00 pm by Vartouhi Asherian (filling in for Meghan Ezekiel)
- II. Approval of March 2023 Minutes – Motioned by Jeff Fulmer, seconded by Eric Garner
 - a. April 2023 minutes to be sent to AFA for June 2023 meeting.
- III. **Guest Speakers**
 - a. Ayesha Kidd was not present due to sickness.
- IV. **General Updates – Vartouhi Asherian**
 - a. Vartouhi is AFA’s Chair for 2023 – 2024
 - i. Introduction:
 1. Vartouhi stressed that she wants to create opportunities to meet new AF at CSN.
 2. Vartouhi has been at CSN for over 24 years, in multiple roles such as Computer Lab Manager, Senior Analyst, Interim Dean for Arts & Letters, and AFA Past-Chair.
 3. Focus on meeting with administration as one voice (Faculty Senate, AFA, Classifield Council and Student Government, focusing on trust and building a sense of community.
 4. She and Pam Gallion will be sending out a survey to determine if AFA wants to continue to meet on Teams or return to face-to-face format.
 5. Eric Garner is AFA’s new Chair-Elect
 - ii. Employee evaluations due by May 31 to immediate supervisor
 - iii. Kudos to Jeff Fulmer for Bylaws support
 - iv. Policy on Policies Draft: Please sent any comments to Vartouhi by the end of May.
 - v. Vartouhi and Patrick Villa (FS Chair) are in conversations regarding shared governance and how to increase collaboration between employee groups.
 - vi. Nikki Buscher is AFA rep on Patrick Villa’s FS Executive Committee
 - vii. Covid testing center closed in Henderson. W. Charleston’s Covid testing center will close at the end of May.
 - viii. Workforce Realignment
 1. Discussion as to closing the Dental Faculty Practice and liquidate assets (Shari Peterson)
 2. 800K immediate savings if computer refresh delayed (Tina Dobbs)
 - ix. Emergency and Non-Emergency Numbers for Campus Police
 1. 702.895.3669 (Emergency)
 2. 702.895.3668 (Non-Emergency)
- V. **Committees Updates**
 - a. Elections Committee: No updates
 - b. Recognition Committee – Nancy Webb
 - c. **CONGRATULATIONS to Brian Aikens – AFA’s May 2023 employee of the month!**

- d. Student First Committee (Ad Hoc) Somer Rodgers, Kayla Buscher – No Updates
- e. Policies and Procedure Committee, Jeff Fulmer – No Updates
- f. Membership Committee (Ad Hoc)- No Updates
- g. Survey Committee (Ad Hoc), Pamela Gallion – No updates
- h. Technology Committee (Ad Hoc), Nancy Webb – No Updates
- i. Salary and Benefits Committee, Nancy Webb – No Updates
- j. Fundraising Committee – No Updates
- k. Faculty Senate Reports – Jacob Bakke
- l. Faculty Senate Environmental Committee – Tina Dobbs
 - i. Draft of Smoking Policy is being worked on. The draft aligns with Nevada law in that smokers must be 30 feet from entrance doors.
 - ii. Committee hiatus until August (faculty unavailable over the summer)

VI. Announcements/AFA Shout Outs

- a. Kudos to all AF staff who participated in graduation (Vartouhi).

VII. Adjourn

- a. Motioned to adjourned by Vartouhi, seconded by Christina Brown.