

ADMINISTRATIVE FACULTY ASSEMBLY GENERAL MEETING



Unapproved Meeting Minutes

Remote Campus, Microsoft Teams

Friday, December 16th, 2022, at 2:00pm

1. Call to order by Megan at 2:01pm
2. Approval of November 2022 meeting minutes – Motioned by Amber Gomez and seconded by Christina Brown.
3. **Guest Speaker – Dr. Jonathan Wright – Director of Career Services**
 - a. One initiative is to spread awareness of Handshake at CSN.
 - i. What is it?
 1. A network/tool to help every student find a great job/internship and is the #1 college to career network in the nation. UNLV and NSC also use handshake and can talk to peers about job opportunities, internships, etc. regarding their experiences before students choose to apply.
 2. Handshake is partnered with fortune 500 companies and other companies, along with schools around the nation. Providing lots of options to students around the country.
 3. CSN launched Handshake in NOV. 2021. Currently 2,087 are registered. One goal is to increase the number of students registered over the next spring and 23/24 academic year.
 4. CSN has approved 3,518 employers to join our handshake and they currently have 6-7 thousand jobs posted and available to students. They just need to log in to activate their account.
 - ii. How it helps students?
 1. Connection and career-readiness! Handshake provides more than just job opportunities. It can connect students with CSN career specialists, advising, registering for career fairs/info session, and students can message with employers, alumni, etc.
 2. CSN credentials is all they need to activate their account. Students can create their profiles and have all the services at the palm of their hand.
 - iii. How can AFA help?



1. Share the benefits of Handshake to students across CSN. Bring it up in your day-to-day interactions with students.
 2. Encourage students to activate and complete their profiles. Students are 5x more likely to get messaged by an employer with a complete profile. Employers can search for students by the information in their profile. Students can also get a list of recommendations based on their interests listed in their profile.
 3. Add Handshake/Career Services as a resource in your areas.
 4. Career Services staff is happy to host a meeting/info session with departments or at staff meetings, as requested.
 5. Encourage any employer contacts to connect with CSN about Handshake.
- iv. Questions
1. Handshake is a TILE in GoCSN and can activate their account from the Tile.
 2. No limitations. Handshake is for all students who have enrolled (alumni) or are enrolled at CSN, it does not matter the number of credits taken.
 3. Students can use pre-populated emails through Handshake, when emailing the employer. Students can follow an employer and will get updates/trends based on that employer.

4. General Updates

- a. December 2022 Board of Regents meeting re-cap:
- i. CBA (Collective Bargaining Agreement) passed and will be codified. CSN has a team working to compensate faculty within the next 60 days. Academic faculty are receiving a 1% pay increase and a \$2k professional development stipend for qualified individuals.
 - ii. Welcoming 5 new members to the Board of Regents
 1. Regents Geddes, Carter, McAdoo, and 2 others have ended their term.
 2. Regent Brooks will become the new Chair.
 3. New team will define/re-define priorities.
 - a. Dr. Z mentioned that some of the new members are very supportive of community colleges and are from the Las Vegas area. So hopefully that is beneficial to our institution.
 - iii. Budget scenario is trending positively
 1. The State of Nevada has a \$1 billion surplus
 - a. Doesn't mean budget restrictions won't happen, but means the legislature has more resources than anticipated.
 - b. Any budget restorations will be treated as a one-time request and will be examined during the budget alignment committee meetings.
 - c. Dr. Z also sent out an email about furlough restoration. If you have questions about furlough restoration, please contact HR.
- b. Dr. Z's initial budget alignment task force meeting is scheduled for Tuesday, 12/20. At this meeting, the committee will review:
- i. Task force charge
 1. There will be representation from Classified, AFA, Faculty Senate, Deans, and other various campus representatives.
 - ii. CSN budget scenarios presented by VP Bailey and Dr. Z.



- 4. Vending machines are also available for beverages and snacks.
- iii. Food service will open the week of convocation from 8am – 1pm, 1/9 – 1/12/23.
- iv. Positions are available! \$14 an hour for baristas, can work with flexibility of student's schedules. Please communicate to students when possible. More information is available at the café counters, or you can reach out to Meghan as well.

- f. Need a new AFA Chair-Elect
 - i. Greg announced that he will be graduating with his doctorate in May. His policy area is developing systems for foster youth and CCSJ has reached out to Greg. He has accepted a position to oversee their entire foster care department! Congratulations Greg!!!
 - ii. If anyone is interested, please contact Meghan or Nancy if you would like to be AFA Chair-Elect.

5. Committee Updates

- a. Elections committee – None
- b. Recognition committee – Nancy Webb
 - i. Congratulations to Richard Marshall for being selected as Dec. AFA of the Month! Nominated by Anna Sands.
 - ii. Please send more nominations to Nancy or Meghan, or any committee member!
- c. Students First committee (ad-hoc) – Somer Rodgers and Kayla Buscher – None
- d. Policies and Procedures committee – Jeff Fulmer - None
- e. Membership committee (ad-hoc) – None
- f. Survey committee (ad-hoc) – Pam Gallion
 - i. PACE Survey will be presented by Pam at the January 2023 AFA General Meeting
 - ii. There is a lot of information to unpack, and it's been shared with the President, Executive Council, and Work Climate Committee.
 - iii. Downward trend will show areas of concentration for improvement.
- g. Technology committee (ad-hoc) – Nancy Webb - None
- h. Salary and Benefits committee – Nancy Webb - None
- i. Fundraising committee – None
- j. Faculty Senate reports – Gregory Holloway and Jacob Bakke (Kim Booth Proxy)
 - i. Discussion about the multicampus model and lack of direction
 - ii. Discussion about academic advisors and complaints about lack of counselors at CSN
 - iii. Discussion of 50th Anniversary celebration, concerns with the cost and content, more to come.
 - iv. Academic Standards policy has changes coming
 - v. Textbook policy, waiting for departments to agree on department textbook choices
 - vi. Nepotism and Consensual Relationship policy both were read with the changes that occurred.
 - vii. New Business, they discussed the student's grievance policy, more to come.
- k. Faculty Senate Environmental Committee – Tina Dobbs – None

6. Announcements and AFA shout outs

- a. Charlene Reeves and Brooke Fisher – provided an excellent web page training and has been helpful and informative in helping campus users update and improve their webpages.



- b. Chartwells – Food Service Provider – shout out form events team
- c. Jyoti Senthil (IR) for her data collection efforts on a variety of important projects and work occurring across campus.
- d. Lisa Bakke is leaving, took a position at UNLV. We wish you the best Lisa!

7. Motion to adjourn at 2:45pm by Mario Giacobbe, seconded by Meghan.

