

Cabinet Notes  
December 08, 2008

*Cabinet Members:*

President Mike Richards – absent

John Bearce, Interim Director of Institutional Research

Kim Brown, Chair, Administrative Faculty Assembly

Thomas Brown, Chief Campus Administrator, Cheyenne

Art Byrd, Vice President, Student Affairs – absent

Sondra Cosgrove, Faculty Senate Chair

Patty Charlton Dayar, Senior Vice President for Finance & Facilities – absent

Darren Divine, Interim Vice President, Academic Affairs

Richard Hinckley, General Counsel – absent

K.C. Brekken, Manager of Communications

Penny McCollum, Campus Site Administrator, Henderson Campus

Joan McGee, Chief Campus Administrator, Charleston Campus

Larry Mason, Interim Vice President, Diversity & Cultural Affairs

Jacque Matthews, Executive Director, Foundation

Francisco Porras, Chief Information Officer

Mark Rauls, Faculty Senate Chair-elect – absent

Kevin Stich, President, Classified Council

David Waterhouse, Student Government President

Anne Zemek de Dominguez, General Counsel

The meeting was called to order by Darren Divine at 9 a.m.

The notes of the November 10 cabinet meeting were approved.

Dr. Divine told the group there was still some confusion about the campus closures and an e-mail to clarify the details will be sent very soon. He also reminded everyone of the Holiday Party on December 11, and encouraged everyone to attend it and any other college holiday gatherings that may be going on. He let everyone know that Dr. Richards and Sr. Vice President Dayar would not be attending the cabinet meeting today, as they are attending to budget issues. The meeting will be shorter than usual.

John Bearce gave an update on the progress of the iNtegrate project. The Academic Affairs IDP (the fifth of the five modules) will begin on Wednesday and will involve each of the other groups giving up some time on video conference to accommodate it. The inconvenience will be temporary, however, because the Admissions IDP will be conducted mostly by telephone in January. There is a Universal ID prototype being tested currently and the testing is going well.

K.C. Brekken showed the group some slides from Ambassador Day. The International Education Committee surveyed faculty and staff about the breadth of their international experiences. The 226 responses received back from them detailed time spent abroad, other languages spoken, family in other countries, etc. The survey results can be viewed on the CAPE website at this link: <http://www.csn.edu/uploadedfiles/CAPE/International/CSN%20International%20Education%20Survey%20Results%202008%20Updated.pdf>.

K.C. told the group that another link is currently active to assist faculty and staff who would like an event publicized to the college community. It was developed in response to requests for a standardized process to communicate events. The link is here:

<http://www.csn.edu/faculty/index.asp> . Through the form on this link, the information about the event will be distributed to all of the folks involved in the various communications media at the college (web site, news web, video monitors, etc.). They publicize it as appropriate. K.C. also showed everyone the Educate Nevada website: <http://www.educatenevada.org> . Visitors to the site are given information about educational issues in Nevada, and are also given an opportunity to join the EducateNevada campaign. Some useful links within the site give the visitor an opportunity to contact their legislator via e-mail with just a couple of clicks. If one is unsure who their legislator is, there is even a link to determine that information using a home address.

Thomas Brown distributed the minutes from the Cheyenne Campus Advisory meeting held in November. Some of the issues discussed include:

- More rigorous monitoring of areas where people smoke
- Facility Usage Policy & Procedures
- Extended coverage of police presence on campus
- Classified Council upcoming Bake Sales

Sondra Cosgrove reported that the faculty senate met and were developing a policy to address minor children on campus.

Jacque Matthews recapped the recent fundraising events and thanked Sungard for their part in the golf tournament. The tournament raised about \$50,000 for the CSN Athletic Department. The Foundation will be mailing out end of year letters to donors around the 8<sup>th</sup> of December, and a second planned giving event is scheduled for December 10. She said the Board of Regents seemed pleased with the Foundation's report at the December meeting. Also, the Engelstad Building Dedication/Ground Breaking is currently being planned.

Joan McGee said the details of the site closures are being vetted out—details about inventory, utilities, etc. Ideas for sites remaining open are being entertained only if it can be shown that the money required to continue their operation could be raised and guaranteed for at least five years. Jacque Matthews is also pursuing the possibility with the Foundation.

David Waterhouse reported briefly on several projects. The book exchange should be completed by January. The recycling project is underway, and the first round of bins has been purchased and delivered. Student Government is currently working with Republic Services to finalize the details of pick up. Student Government is interested in the B Building lobby for a student lounge when retention moves. There was a good turnout of students at the Board of Regents meeting, and a rally at UNLV is still on track for January 22. A town hall event at UNLV prior to the rally is still tentative. Student leaders will travel to Carson City during the second week of the legislative session in February.

Darren added some final bits of news before dismissing the group. Four regents have left the board: Thalia Dondero, Howard Rosenberg, Steve Sisolak, and Bret Whipple. Two new regents were voted in – Robert Blakely and Bill Cobb, and the other two seats will be filled by appointees from Governor Gibbons. Chancellor Rogers has asked that the governor form a committee to assist in appointing those two regents. In closing the meeting, Darren encouraged the cabinet to attend every college-related holiday function and reminded everyone of the party at the Hilton on the 11<sup>th</sup>.

Meeting adjourned at 9:50 am.

Next meeting scheduled January 12, 2009.