

Cabinet Notes
August 11, 2008

Attendees:

President Mike Richards
John Bearce, Acting Director of Institutional Research-absent
Kim Brown, Chair, Administrative Faculty Assembly
Thomas Brown, Chief Campus Administrator, Cheyenne-absent
Art Byrd, Vice President, Student Affairs
Sondra Cosgrove, Faculty Senate Chair
Patty Charlton Dayar, Senior Vice President of Business & Administration
Darren Divine, Interim Vice President, Academic Affairs
Richard Hinckley, General Counsel
K.C. Brekken, Director 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
Kevin Stich, President, Classified Council
Diane Waryas, Interim Executive Director of Institutional Effectiveness
David Waterhouse, Student Government President
Anne Zemek de Dominguez, General Counsel

Guests: Dan Croce
 Jason Buckley

President Richards called the meeting to order at 9:00 a.m.

The notes of the July 14 cabinet meeting were approved.

Dr. Richards reminded everyone of Convocation on August 18 and the upcoming special Board of Regents meeting on August 21. Classes begin on August 25.

Francisco Porras introduced Dan Croce, Director of Enterprise Applications. Mr. Croce has experience in implementing ERP's at other institutions and is familiar with PeopleSoft, which we will be using in the iNtegrate project. He reported that the AD Migrations were going well, and if anyone's computer still needs to be migrated, to make an appointment during convocation. Francisco shared the OTS Newsletter in its printed form and asked for input from the cabinet about its distribution. He informed the group about the updated OTS web site and suggested the distribution be electronic to save money and paper. More updates to the OTS web site include tabs to CIO Corner, Help Desk Statistics, New Faces, Project Status, and Other News. Darren suggested another tab for Scheduled Maintenance. KC Brekken suggested the link to the newsletter be included with the weekly CSN News Web. Jason Buckley, Director of Infrastructure reported on the network status. Wireless upgrades are planned for all campuses and the three high tech centers that will substantially increase wireless coverage. Outdoors will also be focused on (benches, parking lot, outdoor eating areas, etc.) and should be in place by

the beginning of 2009. Edge network and UPS upgrades are complete, and all Legacy equipment is replaced. This process has assisted in standardizing across the board and allows for CISCO and VOIP upgrades. The Green Valley High Tech Center will be upgraded to fiber optic wire to replace the copper and will result in a large bandwidth increase as well. The upgrades to the Summerlin Center are still being negotiated with CCSD. There is a lower-cost option for that upgrade, but will require cooperation from CCSD. Western High Tech Center has some unique issues as well, and Embarq is working with OTS to solve those problems.

Dr. Darren Divine gave the cabinet an overview of the CAPE classes available during convocation week, including the Emergency Event Management class which will be presented all week.

David Waterhouse reported on the Raise Your Voice project. The project's major components include:

- High School Outreach – which targets eligible voters as yet unregistered
- Higher Education Outreach – which also targets eligible voters as yet unregistered
- Legislative forum to focus on higher education and the state budget – a forum planned to take place on the Cheyenne campus in September. Invited are senators from districts 4, 5, 6 & 7.
- Congressional district 3 debate – September or October, topics to be announced
- Congressional district 2 debate – contingent upon support from northern Nevada institutions
- You Decide 2008 Forum – sustainable transportation forum in September
- Presidential Debate T.O.O. (The Other Options)
- Election Night Party – culmination of the project – details TBA
- Raise Your Voice Website – under construction
- Raise Your Voice Video, Song, and Clips – to be used for outreach purposes
- Incentives and Flyer – informational list of project events and incentives

Patty Charlton Dayar told the group that the Board of Regents decided not to impose an *official* moratorium on new programs, but Dr. Richards and Dr. Divine explained how difficult the process would be to initiate a new program.

Dr. Joan McGee distributed an update of the goings-on at the Charleston campus and the learning centers. She reported that office assignments for full timers are completed, and she will be working on requests for offices for combined part-timers use. Dr. McGee spoke about a dynamic committee working on how to streamline and save money on the college catalog. Among the options discussed by the committee, several are viable, including: printing fewer catalogs, using less expensive paper, negotiating the sales price to the bookstore, printing in one color, and reducing or eliminating free copies to students. Dr. McGee is also included in a group assigned to see to details of the special Board of Regents meeting on August 21. The meeting will be web cast to other sites for those Regents unable to attend in person.

K.C. Brekken reported that the grand opening ceremony for the new "I" building is planned for September 18. More details will be communicated as the event gets closer. She also told the cabinet that we are prepared for the convocation ceremony on August 18.

Jacque Matthews told the group there would be a major gift announcement at convocation. The Foundation is developing a project to raise \$100 million for CSN in the form of naming opportunities—naming buildings, walls, or even campuses in their entirety. More details will be made known as the project develops. She informed the group that unrestricted funds are very difficult to obtain. When a person or entity donates large sums of money, most of the time they have stipulations to the use of those funds. She asked that all in the room speak to the influential people they know about CSN's dilemma, and let them know the need is great. Other fundraising events: The Great Las Vegas Steak Out, sponsored by Deluca Liquor & Wine, will this year take place over six bimonthly events. The first one is planned for Del Frisco's Double Eagle Steakhouse on Paradise Road, August 27. The proceeds fund scholarships to benefit culinary students. In January there will be a fundraiser performance by George Wallace, and our Legacy of Achievement Gala is slated for April 24, 2009 at Caesar's Palace.

Dr. Sondra Cosgrove reported an overall feeling of appreciation from faculty over the summer. They have been for the most part engaged, and enjoy being kept regularly informed on the status of the college. The senate argued against the new program moratorium, believing there is a need for Nevada to become more economically diverse, due to the unpredictability of the gaming and tourism industry. Dr. Cosgrove expressed appreciation to the Foundation for their tireless work.

Penny McCollum reported that enrollment at the Henderson campus is up this fall, and the beautiful bookstore opens on Monday.

Dr. Richards told the group that at the next regular Board of Regents meeting in October, the large gift details will go before the Regents for approval. Also on the agenda will be the agreement reached with the City of Las Vegas for a fire station on the Charleston campus. The fire station will include classroom space, and will be located on the southwest corner of the campus property on Torrey Pines. With regard to the budget situation and its effect on morale, Dr. Richards emphasized the importance of the leaders in the room to be supportive and optimistic.

Patty Charlton Dayar recapped the Board of Regents meeting and distributed a spreadsheet that listed the budget categories and cuts proposed for the 2007-2009 biennium. Dr. Richards thinks that CSN, with this information, is in a strong position to petition the legislature; however, the legislature does not have any money to allot to CSN. But when conditions improve, we are in a good position to receive the funding we request.

Dr. Richards again encouraged the cabinet to remain optimistic and positive during the challenges faced by us all this year.

Meeting adjourned at 10:35 a.m.