

ADMINISTRATIVE FACULTY ASSEMBLY
GENERAL MEETING

Unapproved Meeting Minutes
Remote Campus, Microsoft Teams
Friday, April 18th, 2025 - 2:00 PM

- I. Called to Order at 2:00 pm by Eric Garner.
- II. Approval of March 2025 Minutes – Motioned by Vartouhi Asherian, Second by Shari Peterson
- III. Guest Speakers
 - a. Dr. Kibler
 1. Board of Regents to meet April 24.
 - a. Discussion of AB 191 (Collective Bargaining bill)
 - b. Fiscal note attached.
 2. Economic Forum report – May 1
 3. Legislative updates, including funding formula.
 - a. Northwest campus – had a hearing before the Ways & Means Committee
 - b. Funding Formula bill – had a hearing before the Ways & Means Committee
 - i. Three options available
 1. Accept funding formula in full.
 2. Modified funding formula. (Accept formula, even if money is reduced or held back, because would eventually benefit community colleges.)
 3. Keep current funding formula. (Least preferred, disadvantage to community colleges.)
 - c. Film Bills
 - i. Tax breaks for film industry to come into Las Vegas.
 - ii. CSN provides education and training for behind-the-scenes jobs in the film industry.
 - d. Dual and concurrent enrollment bills – no specific updates.
 - e. Dr. Klippenstein
 - i. Transition underway.
 - ii. Spent April 16 on campus, meeting with various constituents.
 - iii. Will continue to spend more time on campus as July 1 approaches.
 - f. New NSHE Chancellor, Matt McNair, also transitioning, with a June 1 start date.
 - g. TMCC identified finalists for their Presidential search.
 - h. CSN searches
 - i. Vice President for Finance and Administration
 1. Three finalists identified, in the process of scheduling on-campus interviews.
 2. Announcements will be sent out with dates and times.
 - ii. CHRO search re-opened to solicit more applicants.
 - iii. General Counsel search underway, hoping for three candidates.
 1. Dr. Kibler and Dr. Klippenstein will jointly make General Counsel candidate decision.
- b. Denise Martinez, Senior Specialist, Benefits – Plan Year 2026 Updates and Benefits Questions
 1. Open Enrollment begins May 1.

- i. Changes can be made to current healthcare elections in the PEBP portal.
 - ii. You can enroll or decline in NSHE Voluntary products such as ASI Flex or Met Law.
 - iii. ASI Flex participants must re-enroll for Plan Year 2026.
 - iv. Rates for all plans changing for Plan Year 2026.
 - v. Review plans carefully to become familiar with additional benefits under each plan.
- c. Dr. Vartouhi Asherian, AFA Elections
 - 1. Looking for nominations for AFA representatives for VP Campus and External Operations (1 open seat), Academic Affairs (1 open seat), President's Office (3 open seats).
 - 2. Voting in early May
- d. Dr. Louise Hardy, DCJ, Director, Assistant Director, Threat Assessment and Emergency Management, University Police Services, Southern Command, Active Bystander and Reporting Information
 - 1. Targeted Violence and Bystander Presentation
 - 2. Definition: Targeted violence is an incident in which the perpetrator(s) specifies the intended victim or victims. The victim(s) can be a group or class of people such as racial, ethnic, or community; a particular person or persons; and/or a specific location.
 - i. Examples: UNLV, Tree of Life Synagogue shooting.
 - ii. Accounts for only 1 percent of violent death but impacts the community's way of life after the incident.
 - iii. High visibility
 - 3. Engaged Bystander
 - i. Do
 - 1. Help supporting a healthy community
 - 2. Engage in conversation with others
 - 3. Offer genuine concern and support
 - 4. Remain neutral and non-judgemental,
 - 5. Help if concerned about safety and is appropriate
 - 6. Notice concerning behavior
 - 7. Know available resources
 - 8. Consider talking to a trusted adult
 - ii. Don't
 - 1. Label individuals
 - 2. Prejudice
 - 3. Assess individuals
 - 4. Diagnose individuals
 - 5. Treat individuals
 - 6. Monitor individuals
 - 7. Stereotype individuals
 - 4. Concerning Behaviors
 - i. Sudden changes in physical appearance/personality
 - ii. Isolating behavior
 - iii. Obsession about violence

- iv. Substance use
- v. Affiliation with concerning groups
- vi. Frequent fighting
- vii. Stalking people or places
- viii. Aggressive behavior
- ix. Severe agitation, confusion, hallucinations, delusions
- x. Vocalizing planned act(s) of violence
- xi. Cruelty to animals
- xii. Feelings of hopelessness
- xiii. Deliberate or intentional fire setting
- xiv. Fixation of perceived grievance
- xv. Losing touch with reality
- xvi. Collecting weapons
- 5. Decision Tree: Notice, Identify, Act
 - i. Imminent danger: immediately notify law enforcement
 - ii. Possible concern: 1) engage, support connect, or 2) refer
 - iii. Uncertain situation: Wait and see
- 6. Who to Contact
 - i. Law Enforcement – request Crisis Intervention Team, if available
 - ii. Be prepared to share: who and what you saw, when and where you saw incident/person, and description of concerning behavior and why concerning.
- 7. Reporting possible concerning behavior
 - i. Engage, support, connect
 - ii. Report to Office of Threat Assessment and Emergency Management or Student Conduct through Maxient
 - iii. Mental health professional
- 8. Be prepared
 - i. Familiarize yourself with plans and procedures
 - ii. CSN Emergency Preparedness
 - 1. Emergency Response Guide
 - 2. Emergency Procedures
 - 3. Mobile app
 - a. Google Play and Apple Play Store (Mobile Safety app)
 - b. Turn on notifications in the app to receive notifications, and turn on notifications when app is updated.

IV. AFA of the Month – Chante Derella, Academic Advisor

V. Committee Reports

- a. Outside Compensation Committee – No updates
- b. Safety and Security Committee – No updates
- c. Website Development and Maintenance Group – AFA website updated and contains useful information.
- d. NWCCU Recommendation 1 SubCommittee – Reports turned in, one more meeting before the end of the semester. More work to be done.

- e. NWCCU Recommendation 2 SubCommittee – Continue to meet, action plan to increase communication between advising groups. Report due to Shari Peterson by the end of April to be included in mid-cycle report.
- f. NWCCU Recommendation 3 – No updates
- g. NWCCU Recommendation 4 SubCommittee – October 6 and 7 mid-cycle report, and updating CSN Bylaws. Fixed timeline of policies to be reviewed.
- h. Policies and Procedure Committee – No updates
- i. Recognition Committee – no updates
- j. Fundraising Committee – Mother’s Day fundraiser (selling roses). May 8, NLV 11am – 2pm, May 9 WCH, 11am – 2pm.
- k. Faculty Senate Representation – April 4. Dr. Kibler presented, Dr. Klippenstein transition, current searches, Food Services Presentation, Early Alert Updates, Changes to Syllabus Policy Statement (AI statement required), updates to Academic Evaluation Committee. FTLC updates, Faculty Senate Elections.
 - a. Final 2024 – 2025 meeting Friday, May 2.

IV. Chair’s Report

- a. NFA Picnic, Saturday, May 10, 12:00pm – 3:00pm Craig Ranch
- b. IAC Meeting – Dr. Klippenstein attending, new Chancellor announced
- c. AFA Evaluation timeline – currently following current evaluation timeline until new evaluation policy approved.
- d. Meeting Recording Policy and AFA Evaluation Policy with General Counsel. These should be available at the May meeting.
- e. AFA Mixer – May 9.- Not moving forward, but possibly in near future
- f. Old Business – October 6 and 7 – Northwest Commission on campus for Compliance Report.
- g. New Business/Public Announcements
 - i. Office for Early College has been moved to West Charleston, Building E, Office 248. Office for Early College Managers are now centralized.
 - ii. Two CSN international students visa revoked by ICE. Students have been provided legal guidance. Students can still attend CSN.
 - iii. PACE Survey – please participate!

- V. Adjourn – Meeting ended approximately 3:30pm, motion to Adjourn, Shari Peterson, Second, Tina Dobbs.