

ADMINISTRATIVE FACULTY ASSEMBLY

GENERAL MEETING

Unapproved Meeting Minutes
Remote Campus, Microsoft Teams
Friday, March 21st, 2025 - 2:00 PM

- I. Called to Order at 2:00 pm by Eric Garner.
- II. Approval of February 2025 Minutes – Motioned by Christina Brown and seconded by Tina Dobbs.
- III. Guest Speakers
 - a. Dr. Sondra Cosgrove, History Professor, Funding Formula Overview
 - i. Background
 1. Funding provided for full time students (one) (full-time equivalent, fte), but as the majority of CSN students are part-time, two or three students are needed to be counted as one full-time student.
 2. Services still needed to be provided for those part-time students.
 3. Student services have been short changed due to this discrepancy for some time.
 4. BOR and Legislature have been aware of this issue, but indicated that there were not enough funds to cover any gaps.
 5. Interim Funding Formula committee made sure to ensure that community colleges are adequately funded.
 - 1 After community colleges funded, the committee would review what was left over to fund universities and DRI.
 - 2 After review, the committee realized that not enough funding was provided by the Legislature.
 - 3 The committee made the decision to fund the community colleges, and ask the Legislature to hold the universities harmless and/or provide more funding for the universities.
 - 4 The Chancellor and CFO presented the funding formula to the committee in charge of funding.
 - 5 Governor Lombardo agreed to provide 20 percent more funding in the first year of the biennium, and 40 percent more funding the second year of the biennium.
 - 6 Presentation was made to the Interim Funding Formula committee. The majority leader, Nicole Canizaro, asked that a conversation be held to review what had been done with the funding formula.
 - a Steve Yeager proposed going back to the students to raise tuition to obtain more funds.
 - 7 CSN faculty, staff and students should contact their legislatures to explain the gravity of the situation and press for a successful resolution (community colleges funded at an appropriate level without harming the universities).
 - b Dr. Kibler
 1. Three months left in tenure.
 2. New President named, period of transition and onboarding.

- a. Dr. Klippenstein
 - o Opportunities to visit CSN between now and June, working with transition team.
 - o “Get acquainted” time.
 - b. Chancellor search pushed back a few weeks.
 - i. Revised dates unavailable.
 - ii. Committee is engaged in search process with potential finalists.
 - c. Truckee Meadows Presidential search running about a month behind Chancellor search.
 - i. Both Chancellor and Truckee Meadows President should start on or around July 1.
 - d. CSN Searches
 - i. Vice President of Finance and Administration
 - 1. Five candidates identified; zoom interviews scheduled the week of March 28.
 - 2. Three finalists will be identified from the Zoom interviews.
 - 3. In-person interviews will be scheduled for the three finalists.
 - ii. Chief Human Resources Office search running about a week behind the Vice President and Administration.
 - iii. Dr. Klippenstein and Dr. Kibler will be involved in final interviews and selections.
 - e. Continuing to prep and promote Northwest Campus.
 - f. Moving forward with policy development and bylaws.
 - g. CBA contract negotiations continuing.
- c. Meghan Ezekiel, Director, Auxiliary Services
- i. Food Services Update
 - 1. Chartwells contract scheduled to expire June 30, 2025.
 - 2. New five-year contract being negotiated with Chartwells.
 - Other food vendors not interested due to lack of housing, meal plans and low sales.
 - New contract will offer new retail strategies designed to maximize cost efficiencies across all three campuses, while providing quality service and products.
 - Continental breakfast and boxed lunches will continue to be served.
 - Chartwell providing CSN with some capital investment opportunities.
 - 85k estimated savings.
 - 3. Envision Services Assessment Cost Savings Recommendations
 - Reduce scope and complexity of food services and operating hours.
 - Reduce labor, reduce inventory offerings, increase prices.
 - Close grills and transition to a coffee shop model with simply prepared and fresh grab and go foods

- Close NLV student union Starbucks and expand the main building coffee bar.
4. Enhanced Campus Dining
- Henderson Campus
 - Continue to serve Proudly Serve Starbucks food services
 - Introduce Just Baked RAD (Robotic Automated Device) machine for 24/7 food service.
 - Replace grill services with a micro market offering a convenient snack, beverage, and fresh grab-and-go products.
 - North Las Vegas Campus Dining
 - Continue grill services at the student union
 - Continue Proudly Serve Starbucks food services at the main building coffee bar
 - Substitute the student union Starbucks barista with a Costa Coffee RAD (Robotic Automated Device) machine for 24/7 service.
 - West Charleston
 - Coyote Café Food Hall
 - Continue to serve Proudly Serve Starbucks food services
 - Introduce a micro market offering convenient snack, beverages and fresh grab and go products.
 - Introduce weekly grill specials to offer more dynamic menu offerings.
 - Introduce mobile and kiosk pre-order and pre-pay options.
 - 76% of Gen Z prefer snacking between meals, and 42% of Gen Z state that convenience is the key.
 - Evident in CSN sales data and food purchases.
 - Avanti Markets
 - Another form of micromarkets
 - Available first floor of I building on Charleston campus.
 - Hours for Spring 2025
 - Monday through Thursday, 8am – 10pm
 - Friday: 8am – 4pm
 - Saturday: 9am – 5pm
 - Second market coming soon to the second floor of Henderson Health Sciences building.
 - Hot selections and a microwave will be available at Henderson.
 - Hours for Spring 2025
 - Monday through Thursday: 8:00am – 8:00pm
 - Friday: 8am – 4pm
 - Serve convenience snack, beverage and fresh grab and go food products.

- o PawPass will eventually be able to be used with these machines.
- Micro markets a nationwide trend in higher education and airports.
- d. AFA of the Month, March: Gavin Kroulik-Whipple, Academic Advising Manager, West Charleston.
- e. Outside Compensation Committee (Ad Hoc) – Nancy Webb – No updates
- f. Safety and Security – Vartouhi Asherian and Carey Sedlak – Met February 28
 - a. Hiring and visibility on campus
 - b. Newly formed incident management team
 - c. Campaign to report threats
- g. Website – Dana Phillips – No updates
- h. NWCCU Recommendation 1 SubCommittee – Shari Peterson – received letter from NWCCU that Recommendation 1 was satisfied but committee work should continue. Committee should become a solidified committee.
- i. NWCCU Recommendation 2 SubCommittee – Janna Bernstein and Aster Yehdego
- j. NWCCU Recommendation 3 – No updates
- k. NWCCU Recommendation 4 SubCommittee – Eric Garner, Raven Mckenzie – received letter stating that Recommendation 4 was not satisfied and substantial progress still needed towards compliance.
 - a. Dr. Kibler solicited nominations from all four shared governance groups to ways to have workgroup be more productive.
 - b. Nominations would form a revitalization of the committee.
 - c. Shari Peterson to ask Dr. Kibler if he has identified new committee members.
 - d. Shari Peterson should have an update at April AFA meeting.
- l. Policies and Procedure Committee, Natalie Lorenzo & Carey Sedlak – Draft policy sent out for recording meetings. 60-day retention period, then meetings will be deleted. Intent for AFA members to view; if there is a request for a non-AFA member to view request would go to the AFA Chair. The policy will now go to General Counsel for review.
 - a. Vote: Is this policy ready to go to legal? (Motion to vote Jacob Bakke, second Shari Peterson).
 - b. 14 voting members in favor to send to General Counsel, 0 against.
- m. Elections Committee: - Vartouhi Asherian – still need AF representative nominations under Vice Presidents, Chair-Elect, Secretary
- n. Recognition Committee – Meghan Ezekiel
- o. Fundraising Committee – Natalie Lorenzo – obtained a new AFA pop-up banner, tablecloth on order, and working on getting stickers, and Mother’s Day fundraiser (selling roses).
- p. Student First Committee (Ad Hoc) Somer Rodgers, Kayla Buscher – No Updates
- q. Membership Committee (Ad Hoc)- No Updates
- r. Survey Committee (Ad Hoc) – No updates
- s. Faculty Senate Reports –Jacob Bakke
 - a. Dr. Sondra Cosgrove will be Faculty Senate Chair-Elect
 - b. Staci Walters, AB 191, Collective Bargaining
 - c. AI Committee – potential syllabus changes to address AI in class.
- t. Faculty Senate Environmental Committee – Tina Dobbs – No Updates
- u. Faculty Senate Exec (Nikki Buscher) – No updates

IV. Chair's Report

- a. Dr. Klippenstein is new CSN President as of July 1.

V. **Adjourn**

- a. Meeting ended approximately 3:30pm. (Motion to Adjourn, Dana Phillips, Second Christina Brown).