

ADMINISTRATIVE FACULTY ASSEMBLY

GENERAL MEETING

Unapproved Meeting Minutes
Remote Campus, Microsoft Teams
Friday, January 17th, 2025 - 2:00 PM

- I. Called to Order at 2:00 pm by Eric Garner.
- II. Approval of December 2024 Minutes – Motioned by Jacob Bakke and seconded by Jeff Fulmer.
- III. Guest Speakers
 - a. Dr. William Kibler
 - i. Updates presented at Convocation.
 - ii. Process of developing the onboarding and transition document for the new CSN president.
 1. Outline and approach developed.
 2. Outline and approach will be presented to Chancellor for approval.
 3. Presidential transition team will begin selection, with nominations solicited from the four governing groups, across campus and community.
 - Team will be in place for approximately nine months – February 2025 to October 2025.
 - i. 10 to 11 team members.
 - Transition will have a step-by-step process.
 - iii. 4DX
 1. Well-developed methodology, tool for the strategic planning process.
 2. Being launched in phases, beginning in Spring 2024.
 3. Strategic Planning Process – came to an end in 2024.
 4. Bridge Plan – builds on the existing plan, to ensure compliance with NSHE and accreditation body.
 5. Process to ensure top-down and bottom-up communication, with input college-wide for the Strategic Plan.
 6. Goal-setting and monitoring process tied to major goals tied to the strategic plan.
 7. Assumption from beginning was strong encouragement and expectation to participate in 4DX.
 - If units had their own tool, the unit(s) could use that tool to track and monitor progress towards goals.
 - Training to be done in phases, with academic departments trained at the end of the rollout.
 8. Campus-wide communication did not take place in Spring 2024.
 9. Dr. Kibler will be sending out a communication regarding 4DX.
 - b. Dr. Yvonne Realivasquez
 - i. Website Update
 - Meeting to Marketing and Communication to review budget funding.
 - Challenges and complexities with using Drupal platform.
 - Expertise will need to be brought in to support the Drupal platform.
 - Students who take the financial aid money leave the higher ed institution with a bill to pay.
 - ii. Policies and Procedures

1. Meeting with AFA and Classified Council to discuss how both groups can become more involved with policy development.
 2. Already met with Faculty Senate.
- c. Clarissa Cota
- i. External Relations and Campus Operations Division
 1. Asking for input during reorganization.
 2. Shared organizational chart.
- d. AFA of the Month, December: Jorge Gomez, Academic Advisor
- e. Outside Compensation Committee (Ad Hoc) – Nancy Webb – No updates
- f. AF Evaluation Policy – (Ad Hoc) – Nancy Webb – final edits received from General Counsel, final draft to be presented at February AFA meeting.
- g. Safety and Security – Carey Sedlak – UPD putting on a tabletop exercise in February, and putting together Operations organizational chart.
- h. Website – Dana Phillips – No updates
- i. NWCCU Recommendation 1 SubCommittee – Jane Nietz-Singleton - No updates
- j. NWCCU Recommendation 2 SubCommittee – Jann Bernstein – Academic Advising Collaborative, Professional Development. – No updates
- k. NWCCU Recommendation 3 – Shari Peterson – Faculty Senate Assessment Committee has been meeting to set up new ILO assessment project, to be deployed Spring 2025.
- l. NWCCU Recommendation 4 SubCommittee – Jeff Fulmer & Meghan Ezekiel – no updates.
- m. Policies and Procedure Committee, Natalie Lorenzo & Carey Sedlak – No updates
- n. Elections Committee: - Vartouhi Asherian – Election planning to begin in April.
- o. Recognition Committee – Meghan Ezekiel – No updates
- p. Fundraising Committee – Natalie Lorenzo - Meeting towards the end of January for AFA swag.
- q. Student First Committee (Ad Hoc) Somer Rodgers, Kayla Buscher – No Updates
- r. Membership Committee (Ad Hoc)- No Updates
- s. Survey Committee (Ad Hoc) – No updates
- t. Faculty Senate Reports – Jeff Fulmer/Jacob Bakke – No updates
- u. Faculty Senate Environmental Committee – Tina Dobbs – No Updates
- v. Faculty Senate Exec (Nikki Buscher) – No updates

IV. Chair's Report

- a. Asked Fundraising Committee to purchase table swag for Convocation, tabling events.
- b. Policies & Procedures Committee
 - i. Recording meetings – no time set for meeting recording archived.
 - ii. Will be putting together a policy to set time for AFA meetings to be archived.
- c. NFA Email - COLA
 - i. Lobbying the legislature in this legislative session for COLA of 5 percent in 2026 and 3 percent in 2027.

V. Public Comments

- a. Jeff Fulmer – NFA
 - i. AFA Subcommittee formed to explore NFA for AFA
 - ii. One-pager available for review for AFA members.
- b. Dr. Arnold – Mental Aid First Aid training

VI. Adjourn

- a. Meeting ended approximately 3:00pm. (Motion to Adjourn, Vartouhi Asherian, Second Tina Dobbs).