

ADMINISTRATIVE FACULTY ASSEMBLY

GENERAL MEETING

Unapproved Meeting Minutes
Remote Campus, Microsoft Teams
Friday, January 16th, 2026 - 2:00 PM

- I. Called to Order at 2:00 pm by Rachel Lilly.
- II. Guests
 1. Meghan Ezekiel, Paw Pass and Bibliu Updates
 - a. Bibliu – new bookstore, opened January 5.
 - i. Fully stocked, soft open for semester start.
 - ii. Charleston and NLV waiting on additional merchandise.
 - iii. Pants and shorts available for purchase, in addition to hoodies and tshirts.
 - iv. First week store hours Tuesday through Thursday, 9am to 6pm, then resume normal operating hours, 9am – 4pm.
 - v. Still in the process of acquiring all course materials.
 - vi. Students participating in the inclusive access program have had course material fees added to their student accounts. Students have until January 26 to pay those fees.
 1. If payment is not received a payment by Tuesday, January 27th, a run a non-payment list will be run, connected with Bibliu and the publishers, and students’ access to course materials will be revoked.
 - b. Food Services
 - i. Not many changes from Fall to Spring.
 - ii. Open Monday through Thursday, 8am to 4pm.
 1. Grills open 10am to 2pm.
 2. Closed at all locations on Friday.
 - iii. Henderson Grill remains closed, Just Baked machines open for hot food options, and Starbucks remains opened.
 1. Turbo Food options being expanded.
 2. Henderson Grill had extremely low foot traffic, but could potentially open if demand increases.
 - iv. NLV Grill open, but Starbucks remains closed.
 - v. West Charleston Grill open, Starbucks open.
 1. Five-week cycle for grill offerings.
 2. West Charleston partnered with GrubHub.
 - c. Paw Pass launched as the official campus card.
 - i. Fall 2025 pilot with 700 users, which went extremely well.
 - ii. We are officially a mobile-first campus.
 - iii. Campus-id cards are still available. Users can have one or the other (Paw Pass or campus-id card, but not both).
 1. Health Sciences/EMS students can have both, but have to provision their Paw Pass first.

- iv. Meghan’s team will be in front of Student Government the first three weeks of the semester.
 1. The first two weeks at each campus, 10am – 2pm to assist students with provisioning.
 2. The third week Meghan’s team will be at Connections to assist students with provisioning.
 3. Students can also self-serve off of CSN website.

2. Lisa Bakke, Vice President, Finance

- a. Upcoming BOR January 23.
 - i. Two fees: Distance Education Fees and Academic Success Fees will be discussed. (Supported by Students)
 - ii. Registration fee increase
 1. Two main options which vary in implementation.
 - a. 9 percent distributed across three years, 2 percent in FY 27, 3 percent FY 28, 4 percent in FY 29.
 - i. By FY 2029, CSN should have covered the 5.3 million for payroll.
 - b. No increase in FY 27, but a 5 percent increase in FY 28, and 4 percent in FY 29.
 - iii. Once fees are determined, EBOC will be looking at processes, and Lisa’s area will be reprojecting revenue.

III. Approvals – October 2025 minutes and November 2025 minutes

IV. Committee Reports

- a Safety and Security (Ad-Hoc) Committee – Dr. Vartouhi Asherian and Cary Sedlacek
- b Administrative Hiring Policy Committee – Dr. Nancy Webb and Eric Garner
- c Faculty Senate Representation (Standing Committee) – Jeff Fulmer and Jacob Bakke
- d Executive Budget Advisory Committee (EBAC) – Dr. Vartouhi Asherian
- e All-Access Restroom Taskforce Membership (Paused) – Dr. Vartouhi Asherian
- f Website Development and Maintenance Group (Ad Hoc) – Dana Phillips
- g Policy Development Workgroup – Jeff Fulmer and Meghan Ezekiel
- h Policies and Procedures Committee (Standing Committee) – Natalie Lorenzано and Carey Sedlacek
- i Elections Committee (Standing Committee) – Rachel Lilly
- j Recognition Committee (Standing Committee) – Eric Garner
- k Fundraising Committee (Standing Committee) – Natalie Lorenzано\
- l PACE Survey Committee – Somer Rodgers, Tina Dobbs, Wayne Schultz, Jonathan Wright

V. Chair’s Report

- i If you do not go to Convocation, review the recording.
- ii AFA of the Month – Steve Ross
- iii Dr. Klippenstein – Moon Shot
- iv Cape presentation at February meeting.

VI. Adjourn – Meeting ended approximately 3:05pm, Motioned by Rachel Lilly, Seconded by Aaron Hyman..