

ADMINISTRATIVE FACULTY ASSEMBLY

GENERAL MEETING

Unapproved Meeting Minutes
Remote Campus, Microsoft Teams
Friday, July 19th, 2024 - 2:00 PM

- I. Called to Order at 2:00 pm by Eric Garner.
- II. General Updates – Eric Garner
 - a. Career Services Senior Specialists– Aaron Hyman, Wendy Seneme, Jihan Amad, Alicia Kalkreuth
 - i. Walk-through of Career Services
 - b. Vote on Executive Committee (Action).
 1. Chair – Eric Garner
 2. Chair-Elect - Dr. Vartouhi Asherian
 3. Secretary – Dr. Nancy Stachura-Webb
 4. Parliamentarian – Jacob Bakke (non-voting)
 5. Jeff Fulmer, Pam Gallion, Jessica Dominick, Aaron Hyman, Rachel Lilly
 - ii. Executive Committee Members approved.
 - c. May 2024 meeting minutes approved.
 - d. July AFA of the Month – Dr. Debra Morton, Interim Director, Disability Resource Center
 - i. Please send AFA of the Month nominations to Dr. Vartouhi Asherian, (vartouhi.asherian@csn.edu).
 - ii. AFA of the Month receives a \$200.00 stipend.
 - e. Chair’s Report
 - i. Eric and Vartouhi spoke with Dr. Kiebler regarding permanent seats for AFA on the IAC and the President’s Cabinet.
 1. Dr. Zaragoza approved a permanent seat for AFA on the IAC before retiring.
 2. Dr. Kiebler in agreement, and would like to give AFA a permanent seat on the President’s Cabinet.
 - ii. Shared Governance Policy Draft
 1. Dr. Kiebler reviewed, and sent the draft back to committee for revisions, as the draft in current state may result in a warning from NW Commission.
 2. Revisions need to focus on an improved justification for the delay in approving a Shared Governance policy.
 - This will include what CSN has done in terms of shared governance, with specific dates and actions, and specific next steps.
 3. 10-day extension for submission, to address revisions.
 4. Ad-hoc report will focus on Standards 1 and 4, with Standards 2 and 3 to be addressed in the mid-cycle report.
 - iii. Flexible Work Policy
 1. In final draft mode, and is inclusive of all feedback provided by AFA, Classified Council and Faculty Senate.
 2. The draft will go to Faculty Senate for consideration at the September 2024 Faculty Senate meeting.
 3. Dr. Kiebler has been made aware of AFA’s lack of inclusion in the Flexible Work Policy draft.
 4. Until the Flexible Work Policy is approved by Dr. Kiebler, TRW is still in effect.
 - iv. Shared Governance

- v. New Policy being developed for all four employee groups (Faculty Senate, AFA, Classified Council and Student Government)
 1. Standing Policy Group, comprised of all four employee groups, which will vote on policies relevant to each employee group.
 2. Voting will have an identified timeframe when the policy must be voted on.
 3. If an employee group misses the voting window, the policy will move to the President's desk for signature, minus the vote(s) of the employee group(s) who missed the voting deadline.
- vi. Eric's goals for 2024 – 2025
 1. Increase engagement with AFA standing committees.
 2. Work for official recognition for AFA.
 3. Begin attending BOR meetings.
 4. Meet/have General Counsel attend an AFA meeting(s) to discuss BOR policy and what a college Faculty Senate should look like.
 - Potential change of CSN Bylaws
 5. Monthly Meetings
 - Dr. Kibler plans on attending AFA monthly meetings.
 6. AFA Website Updates
 - Recruiting for an ad-hoc committee that will be responsible for AFA website updates.
 7. Shared Governance Definition
 - Faculty Senate did not support the Shared Governance definition.
 - Standard 4 Ad-Hoc committee worked on definition for a year, but Faculty Senate wanted to wait until Fall 2024 to have a vote.
 - Dr. Kiebler required that the Shared Governance definition be included in the Standard 4 report (in preparation for the NW visit in Fall2024), as three of the four employee groups approved the Shared Governance definition.
 - Faculty Senate Executive Committee did not approve the Shared Governance definition, rendering their desire to present to the Faculty Senate full body in Fall 2024 null and void.
 - Concerns with Student Government as to rush to approve but did approve the Shared Governance definition.
- vii. Dr. Kibler, Acting CSN President
 1. Reviewing upper-level administration.
 2. Preparing for NW Accreditation Ad-Hoc Report
 3. Focus on effectiveness and efficiency moving forward.
 4. Current number of direct reports (21) to President is not effective.
 5. Will be looking to expand opportunities for AFA with Shared Governance.
 6. Plans on attending AFA monthly meetings, schedule permitting.
 7. Focus on communication, with an open-door policy.
 8. BOR gave Dr. Kibler a task list for his year as acting President.
 9. Will work on transition and onboarding with permanent President in Spring 2025.
 10. Focus on best interest of the students at all three campuses.
- viii. New Business: Vartouhi has been meeting with other AF at NSHE institutions, to discuss and share AF issues and concerns.
- ix. Committee Updates
 1. AI Committee – Vartouhi Asherian: No updates

2. NWCCU Recommendation 4 Subcommittee – Shari Peterson
 - SG Definition is not a policy.
3. NWCCU Recommendation 2 Subcommittee – Shari Peterson – Dr. Avalos meets with group at least once a month.
4. NWCCU Recommendation 3 – No updates
5. NWCCU Recommendation 1 – Committee has not met since April.
6. Work Climate Committee – Tina Dobbs
 - Has not met since May
 - Will be working on Pace Survey & Part-Time Faculty Survey in Fall.
7. Elections Committee: - Vartouhi Asherian - No updates
8. Recognition Committee – Vartouhi Asherian - No updates
9. Student First Committee (Ad Hoc) Somer Rodgers, Kayla Buscher – No Updates
10. Policies and Procedure Committee – No updates
11. Membership Committee (Ad Hoc)- No Updates
12. Survey Committee (Ad Hoc), Pamela Gallion – No updates
13. Technology Committee (Ad Hoc), Nancy Webb – No Updates
14. Salary and Benefits Committee, Nancy Webb – No updates
15. Fundraising Committee – No Updates
16. Commencement Committee – Need volunteers!
17. Faculty Senate Reports – Jeff Fulmer/Jacob Bakke
18. Faculty Senate Environmental Committee – Tina Dobbs – No Updates
19. Faculty Senate Exec (Nikki Buscher) – No updates

III. **Adjourn**

- a. Meeting ended approximately 3:30pm. (Motion to Adjourn, Shari Peterson, Second Vartouhi Asherian.