Administrative Faculty Assembly
Approved Minutes
May 16, 2008 - 2:30 p.m.

Officers Present – Ginny Martin, Shellie Keller, Kim Brown
Division Representatives Present – Iluminada Dioquino, Joe Thomas, David Fowler, Cece McNeely, John Bearce, Avis Tasker, Cynthia Pierrott
Division Representatives Not Present – Chuck Masoka, Mary Gale, Kalim Mashhad
Division Representatives w/Proxy – Terri Kaulentis, Granville Brown,
Division Representatives Excused – Kelly Wuest, Leticia Llamas
Guests – Patty Charlton Dayar, John Mueller, Tina Petrie, John Scarborough, Dave Morgan, Brad Glover, Jodi Ruback, Christine Latusky, Jeff Fulmer

I. Call to Order
Chair Martin called the meeting to order at 2:37 p.m.

II. Approval of Minutes
April 18, 2008, minutes were approved.

III. Chair Report
Chair Martin reported on the elections of officers and new representatives. Our new Chair will be Kim Brown and our Secretary will be Kelly Wuest. No one had submitted their name for Chair-Elect. David Fowler volunteered to serve as Chair Elect. During the past several months, there has been some re-alignment of departments. Chair Martin reported that at this time all individuals whose names were submitted to be a representative will serve. The newly elected individuals are: Charlotte Pidgeon, Shane Larson, Shawn Claxton, Anna-Marie Phillips, Dave Morgan, Jeff Fulmer, and Brenda Talley.

IV. HR Update
Chair Martin welcomed our guests Patty Charlton Dayar, V.P. Finance and Budgets, John Mueller, Executive Director of Human Resources, and John Scarborough, Personnel Analyst II, who would be reporting on the recent results of the Fox Lawson compensation study and its implementation. The possibility of posting job descriptions without names was discussed. It was reported that staff will receive a letter from the CSN President regarding any title changes and/or salary grades. Changes may need to be implemented in increments, depending on the severity of the budget cuts. There will be a review panel to evaluate situations where employees disagree with changes. Anything adopted must adhere to NSHE policy.

Health assessment questionnaires are due by May 28, 2008. Completion of the assessment reduces deductibles and increase dental coverage.
**Budget Concerns**

Patty Charlton Dayar reported that the budget situation continues to deteriorate. NSHE is facing a possible 12-15 million dollar cut in the next biennium. CSN’s portion would be 1.8 to 2.2 million dollars, a 14.2% reduction in the general fund. This drastic of a cut to our budget will affect many areas of the college. Personnel cuts will happen. Before making any changes, CSN Administration is reviewing numerous scenarios in order to preserve as many positions as possible. Our first priority is to serve the students.

V. **New Business**

None

VI. **Old Business**

None

VII. **Adjournment**

Meeting was adjourned at 3:32 p.m. Information on the next meeting will be forthcoming from our new Chair, Kim Brown.