Administrative Faculty Assembly
Approved Minutes
October 24, 2008  1:00 pm
Teleconference Rooms
Cheyenne (2638), Charleston (H105) & Henderson (C224)

Officers Present: David Morgan, Kelly Wuest
Division Representatives Present: Anna Marie Phillips, Iluminada Dioquino, Jeff Fulmer, Shawn Claxton, Shellie Keller, Agnes Galvez, Robert Shkorupa, and CeCe McNealy
Division Representatives Not Present: Chuck Masoka, Leticia Llamas, Cynthia Pierrot, Mary Gale
Division Representatives w/Proxy:
Division Representatives Excused: Kim Brown, Ginny Martin, Brenda Talley, Linda Chapman, Avis Tasker, Nikolena Peterson, Vartouhi Asherian

I.  Call to Order
Chair Elect Morgan called the meeting to order at 1:04 pm

II. Approval of Minutes
Minutes were not approved due to lack of a quorum.

III. Chairs Report
Chair Elect Morgan provided information on the emailed Wimba test sent by Vartouhi Asherian – One issue that arose was the lack of audio requiring participants to type to communicate. Chair Brown is in contact with OTS about phone capacities with Wimba.

Patti Charlton Dayar has requested to attend either the December or January meeting to discuss budget updates.

Fall enrollment numbers increase by 6.05%, for a total of 20,900 FTE and 41,388 head count. The full report is available from Chair Elect Morgan.

Chair Elect Morgan provided an overview of the activities occurring due to the potential budget cuts. Each department has been asked to complete an impact analysis of state budget cuts of 10, 20 & 25% for all areas. This is due by November 14, 2008.

A non-profit organization www.educateNevada.org will provide public updates of how additional budget cuts will impact K-12 and higher education.

IV. HR Updates (Salary Adjustment Update)
HR will be addressing salary grade adjustment for affected staff. These individuals will receive letters concerning the process in January, tentatively.

V. Unfinished Business
AFA had six open seats as of the last meeting. We would like to welcome Agnes Galvez and Mary Gale at AFA Representative, Robert Shkorupa, Faculty Senate Representative and Nikki Peterson as Classified Representatives
There are four open seats as of now + one faculty representative seat.

It was decided to hold one informational meeting with the President, Patty Dayar and John Muller
AFA will continue with signup sheets to volunteer on committees and to help with events/nomination form. Chair Brown has requested a list of all committees where AFA should have representation.

Chair Brown talked to Patty Charlton Dayar to check on if there are anything in the bylaw that prohibits fund raising. She will update AFA when the information is available. Shirley Carlton from the foundation has requested a meeting with the Executive Board to discuss the potential fundraising concepts and ideas.

Administrative Faculty of the Month – HR needs to determine if there is any language prohibiting financial rewards in the professional contracts.

VI. **November Meeting Date Change** – November meeting – Cancelled
November 21, 2008 – potluck in D209. Donations for turkey and a sign up will go around for side dishes and dessert.

Adjorn at 1:30 pm