I. **Call to Order**
Chair Brown called the meeting to order at 1:10 pm

II. **Approval of Minutes**
Minutes for the December 12, 2008 were not approved due to lack of quorum.

III. **Chairs Report**
CSN has three proposals (projects) for stimulus money; Chair Brown encouraged all to review the materials being sent by the Chancellor, EducateNevada.org, NFA and other NSHE representative and to send emails to our Assembly Person and legislators.

IV. **HR Updates (Salary Adjustment Update)** – All position reviews are complete. Staff who completed the appeal process will be notified of the outcome by the end of February. The salary schedule is online.

V. **Unfinished Business**
   a. **Nominations/Elections (1 open Representative Seat)** AFA still needs one representative to meet AFA requirements

   b. **Administrative Faculty of the Month** – Paperwork to create the signage has been submitted to Patty Charlton-Dayar for review and signature. When the order has been approved, the nomination information will be sent out to all staff. Chair Brown has sent requests to those individuals who expressed interest in serving on the review committee. To date, 6 AFA members have accepted. Each individual will only need to serve every other month with a AFA board member serving in the case of a tie.

   c. **Governor’s Proposed Budget Opposition** - Ginny Martin discussed efforts of Brenda Talley who has been in Carson City at the legislative meetings. Everyone needs to send emails from their personal email accounts, letters and phone calls to the legislature. The legislature appears to support NSHE but they need more response from the public.

VI. **New Business**
CSN Mission/Strategic Planning held its first meeting in November. The new vision and mission were submitted to the Board of Regents for approval.

VII. **Adjournment** – Meeting adjourned at 1:25 pm