I. Call to Order
Chair Morgan calls the meeting to order at 1:03PM.

II. Speakers: Dr. Michael Richards & Patty Charlton
Topic: CSN Budget Update

Dr. Richards greets all the attendees.

Dr. Richards mentions that we have an interesting time. We go through these little budget cycles and we worry about where things are headed, but this budget cut, more than any, has flipped from as high as 22% budget cut, down to about 5% yesterday, and still goes all over. According to him, without the communication that occurred between the constituents and the legislators, we won’t be in the position where we are. So, for those of you who have sent e-mails, cards, letters, or whatever it is, “thank you”. It really made a difference. He adds, remember we gotta do this again next February. It’s really important we get in this habit.

Dr. Richards goes on to say that the Senate has a session with business leaders, and it is televised. They are meeting with business leaders to talk about revenues.

He adds, most of the morning was spent in caucuses to talk about revenues and expenditures, and where the budget is. Yesterday, sufficient funding seems to have swept to take care of the third of the budget gap, which is about $900M. But, they still have a chunk left to do. One thing that passed yesterday was the continuation of furloughs, indeed an expansion of furloughs to 4/10s, but we don’t know yet how it is going to work. There are a few little passages in this bill that we need some interpretation on, and authority has been given to the Board of Regents to work out some of the particulars. So they will have to weigh-in as well. But, what seems to be coming down is 4/10s within the next fiscal year.

Patty Charlton speaks:

Patty reports that we have gone from anywhere between a 6% cut to 22% cut, but really at one time it was starting to look like 24% cut for next year and for this year. They are focusing their efforts in preparation for both the closing of the special session and to the Board of Regents (BOR) meeting next week, Thursday, and they are going to have a lot of discussion at the BOR meeting. It is really focusing on the 10% and the cut is effective on Monday, March 1st. At 10%,
that represents about $2,750,000 for this year. And then for next year, it’s about $8.2M. They have been working with the Budget Reduction Committee and lots of other groups, such as the Reorganization Committee that is going to provide some recommendations, although they are not intended to be budgetary reductions but to see if there are ways to streamline, or make our operations more efficient.

Patty goes on to thank KC and Taylor for working very comprehensively and hard in a new budget website, which rolls out today, and it has a lot of information. KC will become the junior webmaster while Taylor is away on travels. The website will have a lot of information and this will give an opportunity for people to put in recommendations and suggestions. 10% equates to millions and it is really difficult for this school, that's a lot out of CSN budget for next year. That is in addition to whatever salary reduction is imposed. The 4.6% furlough, which is 8 hours a month, has already been put in play, and for those who haven’t started taking it this year, they will have to take ALL effective July 1st. The additional amount that is being considered will add 2 more hours. Patty continues to say that there is a legislation that is moving very quickly through the Houses and we are sure that the governor will sign-off because it was his proposal. Patty adds that they will let NSHE receive that legislation, because it’s 20 some pages long, and it deals with all state agencies, K-12, and higher ed, but as you know, BOR have the authority for all personnel policies for the professionals. It does have a legislation written in that if you are exempt from a furlough, you must take a salary cut, so those provisions are in there, and we have to see what that means for the system of higher ed. But, we should anticipate an additional 2-hour furlough every month beginning July 1st, and that will be the case for classified too. In order to keep the budget cuts down, other people need to step to the table: such as gaming and mining. Mining is participating in some revenues, and some of that is a prepayment. But, we will have to see what gaming is doing because it is the economic engine that drives our economy, but they are struggling a great deal. According to Patty, there is a lot of things that could happen between now and Sunday at 11:59PM, but information will be shared to the best they could.

A question was asked if the 4/10s only apply to classified employees or to everyone?

Patty answers that the way how the legislation appears to be written is it is for everyone, in fact it actually includes NSHE. The Board might need to develop a rolling 4/10s because we don’t operate 5 days; we are here 6 or 7 days in many cases. So it is going to be up to the Board.

President Richards adds that the legislation is pretty clear that they still expect all government offices to operate at least five days a week, and in our case, we operate 7 days a week. Now, with 4/10s, that will complicate our coverage and what we do because we operate 7 days a week, 14 hours a day. How we will all work with that still needs to be determined, but we are up to the challenge.

Another question was asked: If a department is manned by just one person, can that person split the day-off and work two half days?

Dr. Richards answers that they do not know yet at this time. All those mechanics still need to be worked out.

Patty adds that we have to see what happens at the Board level, and also working through the implementation with HR because this is very challenging, particularly for professionals. We have some state regulations that limit how we deduct leave, for example.

Another question was asked: What is effective Monday, March 1st?

Patty answers that it is the budget cut, the operating cut. The personnel decisions relative to the furlough and salary reductions are effective July 1, but the operating cut is effective immediately, and that is roughly the 10% that they are working right now.
In closing, Dr. Richards thanks all the attendees.

II. Approval of Minutes ([http://www.csn.edu/pages/317.asp](http://www.csn.edu/pages/317.asp))
Minutes for December meeting were not approved due to lack of quorum.

III. Chairs Report
   a. Revised bylaws have been posted online ([http://www.csn.edu/pages/313.asp](http://www.csn.edu/pages/313.asp)). The bylaws were approved in the last meeting, and were posted on-line. Please review for misspelling, etc. Chair Morgan announced that there are some things that the committee is already thinking about for next year that they might add. He will bring it out again in some other future meetings.
   b. Chair Morgan announced an open seat in the Student Affairs. Iluminada Dioquino retired and her position as an AFA representative is open.

IV. Unfinished Business
   a. Congratulations to our February AF of the month, Greg Hampton.

VI. New Business
   a. Administrative Faculty of the Month for March Announcement
      i. Kim Brown announced the AF of the month employee for March who is Linda Chapman.
      ii. The deadline for nomination submission is the 15\textsuperscript{th} of each month.
   b. Committee Updates
      i. Restructure/Reorganization Committee – no update yet, but if you have any questions about what the committee is chartered, please contact Dave Morgan
      ii. Program Evaluation Committee – Vartouhi is the AFA Representative on the committee. This committee is basically to create a checklist of how to evaluate a program. Vartouhi clarified that they are not looking at the programs themselves.
   c. Other New Business – several questions and concerns were expressed concerning the budget cuts, implementation of 4/10s, and the functions of the Budget Reduction Committee and other budget cut committees. Chair Morgan answered the questions to the best of his knowledge. At the end, he shared an e-mail that he received from Dr. Richards, which is when communicating with the legislators, communicate from your own personal beliefs/views, not representing the whole entire institution’s view as a spokesperson. Only the president and the BOR can speak for the institution.

VI. Other
   a. Professional Evaluation PeopleAdmin – Tina Petrie. In a couple of weeks, you will receive an instruction on how to use the new online evaluation, which is due in May. You will still need to meet with your supervisor to complete your evaluation.
   b. United Way Announcement – Jason Soto, United Way Campaign Manager, spoke to the audience about the importance of giving/donating, especially in this dire time. Anyone can help through payroll deduction.
   c. Motion Form (can be found at [http://www.csn.edu/pages/2855.asp](http://www.csn.edu/pages/2855.asp))
   d. Next meeting is scheduled for March 26th, Friday, 1PM – 2PM, Room H-105

VII. Adjournment – Meeting adjourned at 1:43PM