

ADMINISTRATIVE FACULTY ASSEMBLY

GENERAL MEETING

Unapproved Meeting Minutes
Remote Campus, Microsoft Teams
Friday, May 16th, 2025 - 2:00 PM

- I. Called to Order at 2:00 pm by Eric Garner.
- II. Approval of April 2025 Minutes – Motioned by Shari Peterson, Second by Nancy Webb.
- III. Guest Speakers
 - a. Dr. Kibler
 1. Attended various May 2025 graduation events.
 - a. Close to 2K students graduating.
 2. Final Town Hall on May 16.
 3. Framework for:
 - a. Standing Executive Budget Committee
 - i. Year-round committee, comprised of four employee groups
 - b. Standing Executive Facilities Committee
 - i. Focus on utilizing spaces CSN has access to.
 - ii. Year-round committee, comprised of four employee groups
 - c. Will attend Board of Regents (BOR meeting June 12 and June 13)
 - i. CSN Metrics Report (provided once a year)
 - a. UNR also providing Metrics report.
 - ii. Update on CSN Ghost Student issue
 - a. CSN will provide consulting group recommendations and progress of recommendations to the BOR.
 - iii. Year-end (status report on Acting President)report from Dr. Kibler
 - d. Searches
 - i. Vice President for Finance and Administration
 1. Finalist should be announced soon.
 - ii. CHRO finalist should be announced within the next few weeks.
 - iii. General Counsel search.
 1. Screening committee assembled.
 2. Small candidate pool
 3. Dr. Kibler expects a decision to be made before the end of June.
 - e. Chief Information Office search to commence in Fall 2025.
 1. Looking for interim leadership.
 4. Administration retreat June 20.
 - b. Tracy Sherman, Faculty Senate Chair-Elect
 1. Focus on smooth Presidential transition.
 2. Primary goal as Faculty Senate Chair is to solidify shared governance for all.
 3. Nichole Buscher, AFA rep on Tracy’s Faculty Senate Executive Committee.
- IV. AFA of the Month – Emma Myers, Academic Advisor
- V. Committee Reports
 - a. Outside Compensation Committee – No updates

- b. Safety and Security Committee – Met in May, discussion on how to request a Panic Button, preparing a Safety and Security report for Dr. Klippenstein in the fall.
- c. Website Development and Maintenance Group – No updates.
- d. NWCCU Recommendation 1 SubCommittee – No updates.
- e. NWCCU Recommendation 2 SubCommittee – No updates.
- f. NWCCU Recommendation 3 – Reviewing data on institutional outcomes.
- g. NWCCU Recommendation 4 SubCommittee – Making great progress, full report available at June meeting..
- h. Policies and Procedure Committee – No updates
- i. Elections Committee – Elections will run May 21st to June 4th using Qualtrics. AFA members will receive an email from Qualtrics.
- j. Recognition Committee – No updates
- k. Fundraising Committee – The Mother’s Day fundraiser raised approximately \$300.38.
 - a. No funds have been deposited in AFA account since 2017!
 - b. 3 different accounts
 - i. One account for materials, which is a state account.
 - ii. One account for AFA of the Month.
 - iii. One account for fundraising.
- l. Faculty Senate Representation – May 2.
 - a. Dr. Kibler presented
 - b. Changes to Travel Committee (funding may be changed)
 - c. All-access restrooms
 - d. Economic Forum.

IV. Chair’s Report

- a. AFA Evaluation Policy
 - i. Currently under review by Human Resources. Once Human Resources has completed the review, will be submitted to the President’s Cabinet for consideration.
 - ii. Until the new policy is approved, Administrative Faculty will continue to follow the current evaluation policy timeline.
 - a. Initial email sent out May 5.
 - b. Self-evaluations are due to supervisors June 2.
 - c. Supervisor’s rating and meeting with employees due July 7.
 - d. Evaluation goes to second level authority and Vice President August 18.
 - e. All evaluations will be locked after August 18.
 - iii. Taskforce assembled in 2024 to review compliance and AB 280.
 - iv. All single-use restrooms now labeled “all access.”
 - v. Signage and QR code links of maps will be added in the future.
 - vi. GSA Recommendations (Next steps): Add five new all access restrooms in five buildings, one per year, at a cost of 225K per restroom.
 - vii. Long-term goal is to have one all access restroom per floor, per building.
- b. AFA Recording Policy –
 - i. This is not a policy but an AFA Internal Procedure.
 - ii. Does not require Presidential approval.
 - iii. General Council confirmed that AFA may proceed with discussion and vote on this policy.

- iv. After 60 days, AFA meeting recordings will be deleted.
 - c. Old Business – Reformatting Policies Document into a Procedures Document.
 - d. New Business/Public Announcements - None
- V. Adjourn – Meeting ended approximately 3:00pm, motion to Adjourn, Christina Brown, Second, Jen Daughtry.