

Professional Staff Committee Meeting Minutes

Date: Thursday, December 18, 2003

Location: Metro Pizza (Tropicana near Maryland Pkwy)

Present: Barbara Sena (Chair & proxy for Betty Hanseen), Mitch Au (Vice Chair), Bud Beekman, Iluminada Dioquino (proxy for Cem Sunata), Judy Grotts, Roy Hessinger, Susie Smith, Cheryl Tillotson (Recorder)

Excused: Rick Bennett, Larry Hamilton, Kathy Lauckner

Time: 11:35 A.M. meeting convened
12:05 P.M. meeting adjourned

1. Committee members signed in.
2. Cheryl reviewed the November meeting minutes with the Committee and they were approved with minor corrections to be made.
3. Barb informed the Committee that she had presented the Professional Staff Committee Fall Semester report to the Faculty Senate on December 9, 2003. Barb expressed that the presentation went very well and that she even received applause (great job, Barb).
4. Barb informed the Committee that she would like to form a sub-committee for the Professional Staff Member of the Year Award. Committee members who expressed interest in serving on this sub-committee included Cheryl, Judy and Lumen. Barb asked Cheryl if she would be interested in chairing this sub-committee and Cheryl agreed. Barb would like the sub-committee to formally come together and begin their work in January/February. The Professional Staff Member of the Year must be known by April 1, 2004. Any other Committee members interested in serving on this sub-committee are encouraged to e-mail Barb.
5. Barb reminded the Committee that Rick Bennett, the Professional Staff Committee's Senior Senator, will be leaving UNLV in December. Another Senior Senator will be appointed by Faculty Senate.
6. Barb provided the Committee with an update on the Professional Staff Bylaws. The Bylaws (approved by the Committee 10 – 0) have been sent to Donna Kelly, Faculty Senate Secretary, however, they have not yet appeared on the Executive

Committee agenda. Once they appear on the Executive Committee agenda, then they may be presented to the Faculty Senate.

7. Mitch reminded the Committee that he is chairing the sub-committee that will review the current 3-point rating/evaluation system for Professional Staff. Judy, Roy, Kathy and Lumen will also serve on this sub-committee. The subcommittee will assess the possibility of changing the current 3-point rating system to a 5-point rating system that would mirror teaching faculty evaluations in some manner.
8. It was established that sub-committee meeting minutes are to be recorded separately from committee meeting minutes.

Meeting was adjourned at 12:05 P.M.

Next meeting will be held on Tuesday, January 27, 2004 at 11:00 A.M. in the Moyer Student Union room 210N.