

# **BOARD OF REGENTS BRIEFING PAPER**

**AGENDA ITEM TITLE:** Regents' Outstanding Classified Staff Award – 2021 Awardee

**MEETING DATE:** March 3<sup>rd</sup> and 4<sup>th</sup>, 2022

**BACKGROUND & POLICY CONTEXT OF ISSUE:**

Handbook, Title 4, Chapter 1, Section 40: The Board of Regents' Outstanding Classified Staff Award is given annually to staff members with distinguished classified service. One award will be granted annually to a full-time member of the classified staff who provides outstanding service in support of the institution and/or classified staff.

**3. SPECIFIC ACTIONS BEING RECOMMENDED OR REQUESTED:**

Final consideration and approval by the Board of Regents of the Regent's Outstanding Classified Staff Award for calendar year 2021.

In December, the Regents' Outstanding Classified Staff Award Selection Committee completed their work by selecting a final candidate for the annual Outstanding Classified Staff Award. In mid-January, the NSHE Classified Council approved the recommendation of Douglas Walton from CSN. They proudly presented Mr. Walton as the finalist to Chancellor Rose. On January 25<sup>th</sup>, Chancellor Rose reviewed and agreed that an exemplary employee had been chosen for the award.

Enclosed please find NSHE Classified Council Chairwoman's recommendation letter and Mr. Walton's nomination materials.

Award carries with it a cash stipend of \$3,000 for the recipient.

**4. IMPETUS (WHY NOW?):**

Other Board awards are presented and approved at this time.

**5. CHECK THE NSHE STRATEGIC PLAN GOAL THAT IS SUPPORTED BY THIS REQUEST:**

- Access (Increase participation in post-secondary education)
- Success (Increase student success)
- Close the Achievement Gap (Close the achievement gap among underserved student populations)
- Workforce (Collaboratively address the challenges of the workforce and industry education needs of Nevada)
- Research (Co-develop solutions to the critical issues facing 21<sup>st</sup> century Nevada and raise the overall research profile)
- Not Applicable to NSHE Strategic Plan Goals

**INDICATE HOW THE PROPOSAL SUPPORTS THE SPECIFIC STRATEGIC PLAN GOAL**

**6. BULLET POINTS TO SUPPORT REQUEST/RECOMMENDATION:**

- The Classified Staff Award contributes to employee morale and retention.
- The Classified Staff Council and the Chancellor have reviewed the materials supporting the nominee through a process established by the Board of Regents.

**7. POTENTIAL ARGUMENTS AGAINST THE REQUEST/RECOMMENDATION:**

N/A

**8. ALTERNATIVE(S) TO WHAT IS BEING REQUESTED/RECOMMENDED:**

N/A

**9. RECOMMENDATION FROM THE CHANCELLOR'S OFFICE:**

The Chancellor's Office supports and recommends the nomination of CSN employee Douglas Walton to receive the award.

**10. COMPLIANCE WITH BOARD POLICY:**

- Consistent With Current Board Policy: Title 4, Chapter 1, Section 40
  - Amends Current Board Policy: Title #\_\_\_\_\_ Chapter #\_\_\_\_\_ Section #\_\_\_\_\_
  - Amends Current Procedures & Guidelines Manual: Chapter #\_\_\_\_\_ Section #\_\_\_\_\_
  - Other:\_\_\_\_\_
  - Fiscal Impact: Yes X No\_\_\_\_\_
- Explain: This item will cost \$3,000 for the stipend.



## Western Nevada College

---

January 7, 2022

Chancellor Rose,

I am pleased to announce that the final nominee for the 2021 "Regents' Classified Outstanding Classified Staff Award" has been selected by the Classified Staff Award Selection Committee.

After receiving six nominations to consider, one nomination was withdrawn due to the nominee's separation from NSHE, leaving us with five nominees to review. As we all know, we work with the best Classified employees in Nevada, so this was not an easy task. Ultimately, The Selection Committee came to a decision and is proud to recommend Douglas Walton, Staff Research Associate II of the College of Southern Nevada (CSN), for the 2021 Regents' Classified Outstanding Staff Award.

Mr. Walton has served at CSN for more than six years, and has provided outstanding service to students and his colleagues, while contributing to the achievement of NSHE's and CSN's mission and goals. His innovation, flexibility and commitment to student success made him a standout nominee.

For your review, I have attached Mr. Walton's nomination letter and supporting materials. If you have any questions please feel free to reach out.

Thank you,

Amanda Godin  
NSHE Specialist, Disability Support Services  
NSHE Classified Council Chair  
WNC Classified Council Chair  
Western Nevada College  
2201 West College Parkway; Cedar 208  
Carson City, NV 89703  
(775) 445-3248 phone  
(775) 445-3150 fax

## **Nominee #5**



Office of the President  
Sort Code WCE310  
6375 West Charleston Blvd  
Las Vegas, NV 89146-1164

702.651.5600  
Fax: 702.651.5001

November 9, 2021

Sherry Olsen  
Director of Human Resources  
NSHE Office of Human Resources  
4300 South Maryland Parkway  
Las Vegas, Nevada 89119-7530

Dear Director Olsen,

The College of Southern Nevada is proud to nominate Douglas Walton, Staff Research Associate II, for the 2022 Board of Regents' Outstanding Classified Staff Award. Mr. Walton has served CSN for more than six years providing excellent service to students and colleagues and focused on student success as evidenced in the numerous accolades from the Dean of Math and Sciences and colleagues within the Department of Biological Services and other areas.

Douglas Walton is an excellent representative of CSN and our mission and commitment to the success of students. It is with great honor that I support Mr. Walton's nomination for this prestigious award. We appreciate the Committee's consideration of Mr. Walton's nomination.

Respectfully,

A handwritten signature in dark ink, appearing to read "Federico Zaragoza", with a horizontal line extending to the right.

Federico Zaragoza, PhD  
President

*Nevada System of Higher Education*

Charleston Campus

North Las Vegas Campus

Henderson Campus

Academic & Learning Centers



**Department of Biological Sciences**  
**North Las Vegas Campus**  
Sort Code NLVS221  
3200 East Cheyenne Avenue  
North Las Vegas, NV 89030-4228

tel: 702.651.2607  
fax: 702.651.4056

July 9, 2021

To Whom It May Concern:

It is with much enthusiasm that I nominate Doug Walton for the Distinguished Classified Employee of the Year Award.

I have been Mr. Walton's co-worker for the last several years as a fellow classified employee, and I have found that one of his many distinguishing characteristics is in fact his character. He conducts himself in a professional manner, treats everyone with respect (even when he has been disrespected), and manages to maintain his sense of humor through it all. His regard for doing the right thing is a driving motivation for his actions.

Mr. Walton is a valued employee of both the Physical and Biological Sciences departments. Speaking for Biology, where he works as an adjunct instructor, Doug is always well-prepared for his classes – going above and beyond what is required, in order to help his students succeed. Additionally, he is willing to teach the late-night classes; this enables the department to offer more flexibility when scheduling classes.

Mr. Walton has completed coursework up to the Ph.D. level, and brings that knowledge and experience into his interactions with students, particularly when training student workers and student researchers. Living abroad has also broadened his horizons with regard to other cultures and beliefs. Given the diversity of the CSN student body, this attribute is definitely a plus.

A handwritten signature in cursive script that reads "Jo Whiteley".

Mrs. Jo Whiteley  
Administrative Assistant II  
Dept. of Biological Sciences  
College of Southern Nevada  
Sort Code NLVS221  
3200 East Cheyenne Avenue  
North Las Vegas, NV 89030-4228  
702.651.2607

*Nevada System of Higher Education*

Charleston Campus

North Las Vegas Campus

Henderson Campus

Academic & Learning Centers

DISTINGUISHED CLASSIFIED EMPLOYEE OF THE YEAR  
2019-2020 Award Nomination



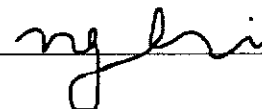
NOMINEE INFORMATION

Nominee Name: Douglas Walton Position: Physical Science Lab Staff  
Direct Supervisor Name: Nghi Nguyen Department: Physical Science  
E-Mail Address: douglas.walton@csn.edu Phone: 702-651-4024  
CSN Hire Date: 8 October 2007 Job Title: Staff Research Associate 2

*I understand that I am applying for the Distinguished Classified Employee of the Year Award and agree that as a nominee my name may be publicized in association with this award. Should I be the recipient of this award, I agree to accept this honor. I have reviewed this form and the score sheet and I am satisfied with the submission.*

Signature of Nominee:  Date: 9 July 2021

*I understand that my supervisee is applying for the Distinguished Classified Employee of the Year Award and I agree they are worthy of consideration for this award.*

Signature of Direct Supervisor:  Date: 9 July 2021

NOMINEE ACCOMPLISHMENTS

Provide three (3) strongest examples that demonstrate nominee's commitment or contribution to each of the categories below. Each example will be scored on a 0-4 scale. Please consider how the information will be interpreted by the IRC based on the criteria on the corresponding score sheet. Make sure you provide detailed examples and avoid general comments. Include dates of accomplishments and contributions. All provided examples should be within the last three years. Do not use the same example for more than one category—it will not be counted twice. Only information included on this form will be considered.

Provide three (3) strongest examples that:

- A. Demonstrate nominee's commitment or contribution to student success/customer service – concrete ways they have demonstrated their commitment to serving students and colleagues both within and beyond their job expectation.
- B. Demonstrate nominee's leadership/management—effective and/or skillful oversight of people and/or projects that result in successful program completion or complex problem solution.
- C. Demonstrate nominee's work product/projects/assignments – excellent work product associated with job expectation and/or contributions that are outside of job expectation.
- D. Demonstrate nominee's service to CSN— contributions to committees, groups, events or projects that serve the department and/or college.
- E. Demonstrate nominee's unique contributions based on professional skills/expertise.

Revised: February 2020

**DISTINGUISHED CLASSIFIED EMPLOYEE OF THE YEAR  
2019-2020 Award Nomination**



A. Provide three (3) strongest examples that demonstrate nominee's commitment or contribution to student success/customer service – concrete ways they have demonstrated their commitment to serving students and colleagues both within and beyond their job expectation.

At the onset of quarantine, the candidate took the initiative to prepare scripts for, film, and produce videos of the laboratory experiments for Chemistry labs. Over summer term 2020, he filmed a second version with more elaborate videography. In the fall term of 2020, he worked with members of the department to film the rest of the courses not already done. He served as director, camera man, editor, lecturer, and demonstrator. Both pre-lab lecture and laboratory exercises were demonstrated.

Each summer, the candidate helps mentor, train, and work with students in summer research grants. During summer of 2018, the candidate supervised, trained, and verified data collection on heavy metals in gluten free foods. This assay required use of the coupled plasma-optical emission spectrometer for analysis of trace heavy metals, which the candidate trained students to use and monitored their progress. Students names were included as authors in the publications.

On an individual basis, the candidate helps students tailor job/research/laboratory experience to job and college applications. One student worker in 2018 was able to secure another lab position after transferring to UNLV. A student from a Gen Chem I course in 2019 sought the candidate's help in successfully obtaining a job working in a lab doing COVID testing during the quarantine. A different student worker from 2019 was mentored in preparing for a course of study at UNLV and decided after talking with the candidate, who also has a Biochemistry degree, to pursue the biochemistry program. The candidate is happy and ready to offer assistance in making employment and educational decisions that help students succeed and advance.

B. Provide three (3) strongest examples that demonstrate nominee's leadership/management—effective and/or skillful oversight of people and/or projects that result in successful program completion or complex problem solution.

In 2019, the candidate spearheaded a project to properly secure and isolate chemicals in the chemical stockroom by hazard class. When Health and Safety proposed an exorbitantly costly program to mitigate risk, the candidate made a counterproposal costing under \$10,000. He procured the proper storage, rearranged and labeled chemicals by hazard class and worked with the lock shop to change locks. Only faculty and staff with a need to access the materials were given access to the location of new physical keys securing these items. When a new Health and Safety officer was hired that fall, she approved of the measures and congratulated the candidate on a superior solution and saving the college money.

From 2018-2019 and from 2019 until the onset of quarantine, the candidate supervised student workers in the chemistry laboratory. These students were trained in sample preparation, analytical techniques, instrument calibration and operation, environmental hazards and in chemical hygiene and safety. The candidate taught students how to work safely with chemicals and worked with them to establish standard curves for use in current and future research proposals.

When word finalized that we would hold class in the new Health Science building at HEN campus, the candidate recommended a course of action that was embraced by leadership with little change. He requested early access to the building, obtained reports of all materials purchased, convinced his supervisor to retrieve lab coordinators, and coordinated with new trainees so that the building can be stocked, arranged, and ready to go in time for labs to start. In all likelihood the building will be ready before classes start in the fall term. This project begins 12 July 2021.

Revised: February 2020



**DISTINGUISHED CLASSIFIED EMPLOYEE OF THE YEAR  
2019-2020 Award Nomination**



C. Provide three (3) strongest examples that demonstrate nominee's work product/projects/assignments – excellent work product associated with job expectation and/or contributions that are outside of job expectation.

During the 2018-2019 academic year, the candidate worked with student workers to reorganize the chemistry stock room and classrooms for efficiency and accuracy. All materials were removed, catalogued, and then replaced in a manner more befitting their utility and frequency of use. Chemicals were sorted by anion rather than alphabetically. The inventory sheets were updated, including those posted on the wall inside the lab delineating where materials were stored that were needed for experiments. The lab was cleaned and tidied. Dr. Knapp remarked that it had not looked so nice since it was newly remodeled.

The candidate assists in changing labs to be safer and successful. During the chromatography labs in 2018 and 2019 for biology, the candidate observed that the samples were too concentrated to give reliable results. The candidate worked with the biology lab coordinator for the course to change the concentrations of reagents to provide reliable results and recommended a change in reagents to make it easier for students to understand as well as interpret the results noticed. A different concentration of iodine as a binding agent resulted in more consistent and useful student data. He has also recommended a replacement which will go into use in 2022 for Sudan III stain, which is a carcinogen.

For the publication in 2018 from the cyanide in smoothies project, the nominee wrote up the sections for publication on cyanide toxicity, replete with images showing the effects of cyanide on human biochemical processes and ultimately health. He helped students alter verbiage in the paper to reflect proper scientific protocols and communication paradigms prior to submission.

D. Provide three (3) strongest examples that demonstrate nominee's service to CSN– contributions to committees, groups, events or projects that serve the department and/or college.

Each year during the science and technology expo, the candidate sets up and supports a series of demonstrations in the chemistry lab showcasing the kinds of things chemistry investigates. He recruits students to enter, prepares chemicals to be ready for the actual audience participation, performs some of the more dangerous demonstrations in the fume hoods and then cleans up afterwards. The candidate narrates his own portions of the demonstrations. This is done in concert with regular faculty.

In 2019, when the Dean decided to add new courses pursuant to a Bachelor of Applied Science program, the candidate suggested content for courses and prepared some of the laboratory exercises that students would have to complete. He continues to advertise for and advocate that students enter this program, which completed its first year with its first cadre of students during quarantine 2020-2021.

Despite the fact that he works for chemistry, the candidate also helps with field work for geology and geography. The candidate helps set up an orienteering course for geography and accompanies field trips each year to the Colorado River/Lake Mead to look at rocks along the Railroad Pass trail or from the river itself. His presence provides an additional chaperon as well as perspective on the flora/fauna and fossils to be considered as parts of those field exercises.

**DISTINGUISHED CLASSIFIED EMPLOYEE OF THE YEAR  
2019-2020 Award Nomination**



E. Provide three (3) strongest examples that demonstrate nominee's unique contributions based on professional skills/expertise.

During summer of 2019, the candidate prepared a final cost analysis of laboratory exercises in chemistry. All chemicals were tabulated and analyzed for current procurement cost. New lab fees were recommended as a consequence of this cost analysis. The candidate's first recommendation for new lab fee rates was adopted by the department in 2021. This analysis is now being used for two other projects. First, we are looking at the sum total of hazardous and nonhazardous waste produced by the college per annum. Second, we are looking at changes to chemical stores that reflect only chemicals used in instruction and by research projects to minimize storage space needs and risks to personnel. Both of these will save the college money on waste permits and disposal.

Much of the scientific equipment at CSN is nearing the end of its useful life. In recognition of the technological shift in our society, the candidate recommended and obtained support to couple assays to a content managed/computer coupled assay system. Using the Vernier software suite, which we already pay to access, we obtained more peripherals for scientific assay and laboratory exercises. Not only are these already using the same computer interface system, but they are also cheaper and easier for students to use. The candidate wrote new macros for use with the computer interface and implemented the first two of these in fall 2019- pH probes and Spectrophotometers. We are currently exploring other peripherals with an eye to more savings.

The candidate's graduate research focused on secondary metabolite and mass spectrometry analysis of desert plants and environmental stress. Most of the research projects undertaken by the department are at least partially relevant to this background. In many cases, the equipment used to analyze and prepare samples was used by the candidate in graduate school. The candidate has been crucial to many of the research papers published. Papers include (only during the last three years): Trace elements in Creosote bush ( June 2019) , Trace elements in Gluten-free food (July 2019), Cyanide Toxicity in Smoothies (August 2018).

**NOMINEE PERSONAL STATEMENT**

F. In 500 words or fewer, provide a personal statement—written by the nominee—addressing why he/she is deserving of this recognition. Include any other relevant information regarding nominee background or contributions (do not duplicate information that has already been provided in this nomination).

If we consider the notion of students first, anything we can provide that is of quality or superior access for our students gives CSN students an edge. In championing the program to bring in student workers, we offer them a unique opportunity to get relevant work experience at the undergraduate level. This helps students gauge their interest in STEM as a career and helps them prepare for the work done and acquire the skills needed to get those jobs. Obtaining and offering research opportunities to undergraduates, particularly those who attend a State College instead of a research university affords them an advantage they might never see at more prestigious institutions. Students are given credit on publications, and one, although outside the three years of this application, won the Regents Scholar Award. As an undergraduate, I had a research project, and it helped me educationally and professionally, so I hope to continue to afford more students this advantage as they matriculate to other universities. I will continue to work on obtaining and supporting these projects each year they persist. My own graduate research centered on abiotic stress (toxins, chemicals and the environment), on plants (like gluten-free foods or the *Larrea tridentata* project) and on metabolism (narcotics in the wash from 2017), and so I am an ideal choice of backgrounds to get involved on most physical science research projects. Finally, I believe that students should have the best quality instruction possible. Despite being classified, owing to the fact that I earned an advanced degree in Biochemistry, I provide a unique perspective as an instructor.

**DISTINGUISHED CLASSIFIED EMPLOYEE OF THE YEAR  
2019-2020 Award Nomination**



F. Nominee Personal Statement - continued

I worked in research briefly and work for the US Forest Service concurrent with my work for CSN, and so I can help students see where what we teach them applies. I prefer to teach labs and support somatic learning, which is a difficult niche to fill in chemistry in particular. When they shut us down for quarantine, I decided that it would be better if they could see what WE wanted them to see from our curriculum and worked to produce video laboratories and lectures so that students could do everything but touch the apparati themselves and come as close to truly learning about science remotely as circumstances allowed. When we are in class, I try to engage them, Socratically work with them, and provide them with concrete current examples of how what we do affects the world. I believe that when students understand "why" they retain "what" more effectively. Other instructors, both at CSN and Nevada State College, know which students are mine because of the quality of instruction and type of information they receive.

**LETTERS OF ENDORSEMENT**

G. Provide two (2) signed letters of endorsement written by individuals who can attest to nominee's professional contributions and worthiness of the award. *(Print these letters along with this completed application form and scan the items together as a single electronic submission.)*

Author of Letter 1 : Amanda Hudson, PhD

Author of Letter 2 : Douglas Sims, PhD

**CONVOCATION SUMMARY**

In 50 to 100 words, please write a summary of the accomplishments the nominee would like highlighted. The short description may be used during Convocation and in promotional materials throughout the year, with appropriate minor edits based on space and style requirements.

Mr. Walton is a loyal and valuable asset. Faculty appreciate his expertise and involve him in preparing new or modifying old course content. Faculty researchers involve him in writing proposals and papers, performing experiments, analyzing data, and shepherding research students; the scientific community values his work, publishing and citing it in prestigious journals. Former students refer their friends. His student workers stay in STEM. At least four students recognized him from the videos he prepared and produced for labs despite not knowing him before. In these ways, Mr. Walton IS CSN, at least to those whose lives he influences.

Revised: February 2020



July 9, 2021

Internal Recognition Committee

Dear Committee Members-

For this year’s outstanding classified employee of the year award, **Mr. Douglas Walton** has asked me to write a letter of recommendation, and I am happy to do so. I appreciate and value his contributions to student success, instruction and advancement in the School of Science and Math.

Each year during research projects, Mr. Walton provides valuable feedback and contributions. He helps prepare grant proposals and the papers resulting from the research they fund. Each summer, he supervises, trains, and helps students as they collect and analyze data. His technical skills are invaluable to the success of these projects, and many publications and posters result from the work we do each summer. His willingness to come to other campus locations and learn new instrumentation has made him an essential asset to the research cadre.

When it comes to instruction, Mr. Walton is an even more profitable asset. In addition to timely, consistent, and expert preparations, the applicant is ready, willing and able to troubleshoot all but the most difficult obstacles to student laboratory exercises. He assists outside the hours of his regular work schedule as he also works as an adjunct at night, and when those classes face hiccups, there is perhaps nobody better suited to abrogate those events and ensure successful experiences for our students. As a teacher, he is competent, fair and popular, having both high engagement and retention rates with students, some of whom elect to take him for subsequent courses if the opportunity presents itself.

During the COVID quarantine, Mr. Walton provided a critically essential contribution to student success when he involved himself in online course content creation. Without being asked, Mr. Walton acted of his own volition, preparing for, performing, filming, and editing the content for online video laboratories that students could watch and use in completing their lab assignments remotely. Not only did he do the entire course content for one course we teach, but he participated (and starred) in labs from each course that we teach in Chemistry that had an online option. He prepared prelab lectures as well as performed the actual experiments. He helped give stage direction and capture footage. He also used his own personal equipment to edit and publish these labs so that students could still have an experience as close to real lab as humanly possible during quarantine.

Especially this past year, in light of difficulties reaching out to and guiding students at the college, Mr. Walton qualifies in my mind as staff member of the year. I cannot imagine how any other individuals

*Nevada System of Higher Education*

Charleston Campus

North Las Vegas Campus

Henderson Campus

Academic & Learning Centers

made as much of a contribution both in scope as well as in relevance to the instruction and progress of our students learning remotely. He was actively engaged in teaching classes then as before, and his involvement in all of our chemistry courses superseded nearly the contribution of anyone else, despite being outside his normal work performance standards. I highly commend and recommend him to you for consideration in this award year. He has certainly earned it.

Sincerely,

A handwritten signature in black ink, appearing to read "Douglas Sims", written in a cursive style.

Douglas Sims, PhD  
Dean, School of Science and Mathematics  
E: douglas.sims@csn.edu  
T: 702-651-3627



Department of Physical Sciences  
Henderson Campus  
Suit Code 103C  
700 College Drive  
Henderson, NV 89002-8419

702.651.3131  
fax: 702.651.3161

July 9, 2021

RE: Douglas Walton

To The Awards Committee:

This letter is in support of Mr. Douglas Walton for Distinguished Classified Employee of the Year. Mr. Walton is always committed to student success, has coordinated with many full time and adjunct faculty this year to oversee projects for the department, and has contributed his unique skills to the success of Chemistry Department.

During the past year, the chemistry department has not run in-person labs. Mr. Walton took on a different role for the department outside the scope of his job description to help students succeed and to get lab experience. Mr. Walton volunteered to conduct, film, and upload 12 labs for the course CHEM 106. This included an introduction to the lab as well as a few camera angles to record the experiment. The students were able to watch these videos and complete the labs from home during the pandemic. These videos will continue to be used for future labs to offer an online alternative. Mr. Walton often volunteers a few hours a week to help prepare chemicals and equipment to support students participating in research at the college. These grant-funded student hand-on learning experiences could not be possible if not for the extra work from the prep staff; especially from Mr. Walton.

Mr. Walton helped to coordinate a multi-campus project to film, edit, and post laboratory experiments for CHEM 121, 122, 241, and 242. This project involved scheduling different chemistry faculty to a particular lab, day, time, and campus; none of which was part of his normal CSN duties. Mr. Walton would prepare the labs before the faculty arrived, help with the filming of the labs, and would clean up after the labs were filmed. To coordinate all the chemistry faculty and use covid-safe practices, all three campuses were used for this project. Mr. Walton was instrumental in getting all the labs filmed for all four classes and posted online. CSN would not have been able to serve our normal number of students during the pandemic if it were not for this project. Mr. Walton is also participating in a campus wide project to clean and organize the chemical preparation and storage areas. This project involves cataloging chemicals, disposing of expired chemicals, and reorganizing the storage areas according to the current regulations. Lastly, Mr. Walton has been participating in different training session to learn how to use new instruments acquired by CSN so that he can better support faculty during laboratories and research. Learning to maintain and operate the many instruments used by the Chemistry department is not part of the job requirement, but Mr. Walton has learned to use many of them to help the many faculty that use them for teaching.

Mr. Walton has used some of his unique skills to help serve the chemistry and the biology department. Mr. Walton's past knowledge of filming and editing has been immensely important for the

*Nevada System of Higher Education*

Charleston Campus

Cheyenne Campus

Henderson Campus

Academic & Learning Centers



Department of Physical Sciences  
Henderson Campus  
501 Code H3C  
700 College Drive  
Henderson, NV 89002-8419

702.651.3131  
fax: 702.651.3161

department to film and edit labs for five different laboratory courses. Mr. Walton has a background in both chemistry and biology. His dual knowledge in the preparation and set-up for each department has allowed him to help the biology department when they have been short staffed. Since Mr. Walton splits his time between the North Las Vegas campus and the Henderson campus, Mr. Walton has helped the laboratory instructors numerous times at the Henderson Campus when chemicals have run out or needed to be replenished. Mr. Walton is extending this dual preparation role into the next semester as the biology department needs some extra assistance with the addition of the new Health Sciences building at the Henderson Campus.

Mr. Walton has always been a tremendous support to the faculty at CSN. He has filled in for laboratory instructors when they have been sick, he has changed his schedule around to support newly hired instructors at different campuses and has supported different faculty in the lab with sabbatical and research projects. Having three different campuses running labs five days a week, the laboratory coordinator cannot always be present to assist adjuncts. Mr. Walton has always been helpful to all of lab faculty to assist them with chemical usage, disposal, and equipment.

Mr. Walton has gone above his job description this past year. He has taken on many new projects and roles, from filming labs for our online students, coordinating with multiple faculty and across three campuses, and helping with the biology department. Without his contributions, the chemistry department would not have been able to offer as many sections of our courses during the pandemic.

Sincerely,

A handwritten signature in black ink, appearing to read "Amanda Hudson", with a horizontal line extending to the right.

Amanda Hudson, Ph. D.

Chemistry Lead Faculty

700 College Dr.  
Henderson NV, 89002  
[amanda.hudson@csn.edu](mailto:amanda.hudson@csn.edu)  
(702) 651-4094

*Nevada System of Higher Education*

Charleston Campus

Cheyenne Campus

Henderson Campus

Academy & Learning Centers