

# Staff Council Standing Committee Minutes

**Committee Name:** Executive

**Meeting Date and Place:** 9/3/14, Faculty Staff Club

**Members Present:** Joaquin Baca, Mary Clark, Crystal Davis, Renee Delgado-Riley, Gene Henley, Jarrett Hines-Kay, Cindy Mason and Gina Urias-Sandoval

**Members Excused:** Danielle Gilliam

**Minutes submitted by:** Kathy Meadows



	Subject	Notes	Follow-Up
1	Approve Agenda	Approved.	
2	Approve Minutes	Minutes from 8/27/14 approved.	
3	Administrative Officer's Report	<p>Meadows reviewed upcoming 2014 events. The Committee agreed to participate in the following events: Operation Gratitude in partnership with EHP, Animal Human's Doggie Dash &amp; Dawdle in partnership with the UNM Bookstore and Happy Tails Donation Drive in partnership with Office of Student Affairs' Kindness Campaign. In addition, Meadows requested ideas about a recognition program for the December Staff Council meeting.</p> <p>On behalf of the Communications &amp; Marketing Committee, Meadows presented a draft Resolution (SC 2014 Resolution #3), creating an Events Committee. Meadows suggested that the Library's Staff Council Survey results be reported to the Council as part of the Executive Committee report. This was approved by the Committee.</p> <p>On behalf of the Rewards &amp; Recognition Committee, Meadows presented the 2014 Gerald May Award nomination form and award program timeline.</p> <p>On behalf of the 2014 Homecoming Planning Ad Hoc Committee, Meadows gave a brief summary of the event requested approval of funding in the amount of \$94.50 for cupcakes☺ This was approved by the Committee.</p>	<p>Meadows will edit the Resolution and send to the Executive Committee for final comments by 9/5/14.</p> <p>Meadows will contact Councilor Lane to request a narrative summary of the survey to include the purpose, results and next steps.</p> <p>Clark will contact the R&amp;R Committee directing them to abide by the original intent of the award program, which is to select 3-5 award recipients and to readjust their timeline to extend the nomination deadline.</p>
4	President's Report	<p>Delgado-Riley met with Provost Abdallah and discussed his "paper-reduction campaign" and his interest in reducing bureaucratic processes at UNM. She also spoke to the Provost about the reporting structure of the Ombuds Office and about developing a Fellowship Program specifically targeting mid-level managers. Delgado-Riley will send her idea of a "Staff Spotlight" to the Communications &amp; Marketing Committee.</p> <p>Delgado-Riley is still researching the possibility of creating a UNM Manager's Award.</p> <p>President Frank directed the Policy Office to work with the Council on the possibility of including "community engagement" activities in the current Paid Leave Policy. Delgado-Riley stated that as of this date, Focus Group sessions were 69% full. The Strategic Planning Ad Hoc Committee continues to work on incorporating feedback from Councilors in the Council's Vision, Mission and Goals statements.</p> <p>There was a brief discussion about future guest speakers for Staff Council meetings.</p>	

5	<b>President Elect's Report</b>	No report.	
6	<b>Speaker's Report</b>	No report.	
7	<b>Treasurer's Report</b>	Mason is in the process of working with her Funding Ad Hoc Committee to draft a Staff Council Funding Request Form. There was a brief discussion about funding request processes. Mason will facilitate a SAM Debriefing meeting on 9/3/14.	