Staff Council Standing Committee Minutes



Committee Name: Executive

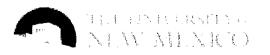
Meeting Date and Place: 1/14/15, Hokona Hall, Room 373

Members Present: Mary Clark, Crystal Davis, Renee Delgado-Riley, Joseph Lane, Cindy Mason and Gina Urias-Sandoval

Members Excused: Joaquin Baca and Gene Henley

Minutes submitted by: Kathy Meadows

	Subject	Notes	Follow-Up
1	Approve Agenda	Approved.	
2	Approve Minutes from 1/7/15	Approved.	
3	Review January Meeting Agenda	The January Staff Council meeting agenda was approved with changes.	
4	Administrative Officer's Report	Meadows presented the invoice from UCAM (attached) for website redesign services. This expense of \$3000 was approved by the Committee.	
5	President's Report	The following upcoming issues/items were briefly discussed: UNM budget, cost cutting efficiencies versus allocations from the Budget Leadership Team, SC budget projections, the process for selecting staff for the "Lunch with the Provost" Program and the Inclement Weather Policy.	
6	Speaker's Report	Clark stated that an election will be held to fill the President-Elect position. Depending on who is elected, this may cause an additional vacancy on the Executive Committee and an election will be held to fill that position as well. Clark will appoint new Councilors to fill the vacant P18 and P25 seats.	
7	Treasurer's Report	Mason, Delgado-Riley and Meadows will meet to discuss the SC budget projections for the remainder of FY15.	



INTER-DEPARTMENTAL SALES INVOICE

University Web Communication Services

University Communication & Marketing MSC06 3745, Box 26 UAEC Building 85, Suite 160 1 University of New Mexico Albuquerque, NM 87131

webcom@unm.edu 505-277-3003

DATE: 1/12/2015

Selling Department: University Web Communication Services

Invoice #: 00217

Buying Department: Staff Council

Qty	Description	Price	Amount
2	Site setup and skeleton buildout	\$60.00	\$120.00
4	Blog setup	\$60.00	\$240.00
Ę	News and Events	\$60.00	\$300.00
5	Setup Committee Pages	\$60.00	\$300.00
	Councilor Page and profiles	\$60.00	\$300.00
5	Homepage layout and tweaks	\$60.00	\$300.00
11	Content Entry and organization	\$60.00	\$660.00
13	Support & Training Hours	\$60.00	\$780.00
			\$0.00
50)	Total:	\$3,000.00

Upon receipt of a signed copy of this involce, Web-Com will initiate a JV in Banner. Please contact the selling department if you have any questions concerning the charge. Please sign and return a copy of the document to University Web Communication Services. Please keep a copy of the signed document for your records. Be sure to include the Dept. Index and account code below.

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