

Staff Council Standing Committee Minutes



Committee Name: HSCS Committee (Health Sciences Center Staff Committee)
Meeting Date and Place: 11/06/14 at 11:00 a.m., Domenici West B114
Members Present: Jodi Perry, Ignacio Ortiz, Annie Hooten, Sandra Bauman, Stella Ramos
Members Excused: Joni Roberts, Dina Estrada, Beth Walker, LaNika Statton, Amanda Bassett, Carla Sakiestewa, Danelle Callan
Members Absent:
Guests Present: Megan Speck

	Subject	Notes	Follow-Up
1	Approve Agenda	Approve 11/06/14 Agenda.	
2	Approve Minutes	Approve Minutes from 10/02/14 meeting.	
3	Committee Visibility	<ul style="list-style-type: none"> • How is the quote going for the polo's? (Sandra) - All quotes obtained. Tabling till next meeting when more committee members can decide if we're going to purchase or not with personal funds. We would place the order in March 2015. 	Tabled till next meeting.
4	Open Precincts	<ul style="list-style-type: none"> • Open precincts on North Campus are: 21, 25, 27. Constituent lists were emailed out today. Please review the lists before the next meeting. - Each person reviewing list and will contact individuals on the list to see if they want to be a precinct rep. and staff councilor. 	Each person reviewing list.
5	Committee Description	<ul style="list-style-type: none"> • Review committee description to see if we have any changes to it. - Group discussed the description and recommended changes. The committee wants to focus more on staff visibility (as written in the committee description) next year and will make that a part of CY15 strategic plan. We feel we accomplished the staff appreciation part of the committee description this year and those events will continue annually. - Ignacio will make changes, word smith it, and send to Jodi. Jodi will email to the HSCS listserv for a final vote. We will not adopt it unless Jodi hears back from all committee members. Jodi will then send it to Pam to post on the SC website. 	Ignacio Ortiz will send out edited version. Jodi will email the group and then email Pam Castaldi.
6	Committee Network Form	<ul style="list-style-type: none"> • Review the committee members contact info and affiliations form. - Several people filled in their information on the paper document. Jodi will send it out to all members not present. Jodi will have updated document for next meeting. 	Jodi Perry will email members not in attendance today.
7	Events Committee Update	<ul style="list-style-type: none"> • We need to submit our funding requests to the Events Committee by our next meeting. How do we want to break down the work for this? Events are: Book Exchange, Ice Cream Social, Loborrito breakfast, Olo yogurt event, North Campus Safety Walk. - The group discussed how to tackle this and decided that the point person for each of the 2014 events will finalize their 'to-do lists' in order to run the next event, save it to the N drive, and use that to complete the event funding request form for 2015. Since some of the point people are not present in the meeting, Sandra and Ignacio volunteered to help the point people fill out their event funding request forms. All forms will be turned in at the next meeting for review by the group and submission to the SC Events Committee. Once we receive a 'yay' or 'nay' from the Events Committee that will determine our FY16 'Ask request' to the Chancellor's office. 	Each event point person fills out the funding request form with back-up help coming from Sandra Bauman and Ignacio Ortiz.
8	Report from HSC Wellness Champions Meeting	<ul style="list-style-type: none"> • Wellness Champions last meeting, Jodi: <ul style="list-style-type: none"> • They will be able to help volunteer to walk for the North Campus Safety Walk. • In the spring SOM 50th is doing a week of wellness that the 	

		Wellness Champions will help support. Amanda is working on this for SOM, HSCS Committee can help volunteer that week. <ul style="list-style-type: none"> • They are looking into doing another boot camp before winter break. 	
9	North Campus Safety Walk	<ul style="list-style-type: none"> • Carla and Stella are point for the N. Campus Safety Walk on Tues, Nov. 11th from 7-8pm. Discuss event logistics. <ul style="list-style-type: none"> - Annie has several medical students who can help walk. - Jodi will send out a reminder email to all of north campus staff reminding them of the event on behalf of the committee. • Carla or Stella can email Heidi for the announcement to go out on the BeWell listserv. <ul style="list-style-type: none"> - This listserv is still inactive since the HSCLink transition. 	
10	Constituent Comments	Does anyone have any constituent comments? <ul style="list-style-type: none"> - No. 	
11	Meeting Wrap Up	Review who is assigned to each task.	
12	Next Meeting	The next meeting will be December 4, 2014 at 11:00am in Domenici West B114.	Meeting adjourned 12:00pm

HSC Staff Councilor Committee Roster

Name	Extension	Email	MSC
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