



Staff Council Standing Committee Minutes

Committee Name: HSCS Committee (Health Sciences Center Staff Committee)

Committee Charge: As a standing committee of the UNM Staff Council, the HSCS Committee carries out the missions of the Staff Council as they relate to staff within the Health Sciences Center (HSC). The Committee collaboratively develops and implements activities, initiatives, and proposals that improve the lives of staff within the HSC, and enhances the visibility and recognition of the important role staff play in the overall success of the HSC. Membership on the committee is restricted to, and optional for, HSC staff.

Meeting Date and Place: 10/6/16 at 11:00 a.m., Domenici West 3110

Members Present: Sandra Bauman, Nancy Shane, Josh Clifford, Christine Heinemeyer, Jodi Perry, Lori Peterkin, Logan Radcliff, Roxanne Roessner, Jessica Serna

Members Excused: Dina Estrada; Stella Ramos; Carla Sakiestewa; Ken Schaaf

Members Absent: Danelle Callan, Cindy Garcia, Melissa Meier

Guests Present:

	Subject	Notes	Follow-Up
1	Approve Agenda	Approved 10/6/16 Agenda	
2	Approve Minutes	Approved minutes 9/1/16 meeting.	
3	Old Business	<ul style="list-style-type: none"> • Debrief Book Group, kick-off 9/22 – Logan & Nancy <ul style="list-style-type: none"> ○ Good number of people interested and in attendance, representing a solid mix of both avid and non-readers. ○ Group agreed to ‘ground rules’, the creation of an email distribution list, and then via email agreed on the next book. ○ This group will function on its own at this point, not as a HSCSC event. But HSCSC will continue to advertise and support it as requested by members of the group. • Debrief Salsa & Chips Homecoming Event, 9/29 – Lori <ul style="list-style-type: none"> ○ Lori thanked all the volunteers, reported a good reception for the event, and got pictures and videos of some willing “howlers.” ○ Some things to consider next year: <ul style="list-style-type: none"> ▪ Different timing ▪ Having a tent or easy-up to be more visible ○ Jodi thought it would be possible to get some minimal funding, and recommended putting in a funding request next time for things like a tent and/or table. ○ Lori, and those who volunteered, felt there was enough crowd interest to do this, or something like it, again next year at Homecoming. • Debrief Book Exchange, 9/30 – Sandra <ul style="list-style-type: none"> ○ There were a couple of bumps in the process this time around, as our room booking was shifted due to a class and a number of the bins delivered by recycling for donations disappeared from their spots. ○ Carla, Nancy, Cindy (were there others?) stayed after 5 p.m. on Thursday to set up all of the books after the class dispersed from our reserved room. ○ Next time we’ll do a better job of coordinating between recycling and our location contacts to make sure bins get signs attached as soon as they’re delivered. 	

	<ul style="list-style-type: none"> ○ Otherwise, there were many people who came in, browsed and adopted books. Carla estimated about half of what we received either from UNM Press or in donations were taken. ○ Folks mentioned not knowing about the event before-hand, so next time large signs posted ahead of time in well-trafficked areas might help. Jodi recommended adding the printing of those to the funding request. ● Update Olo Yogurt Event – Sandra <ul style="list-style-type: none"> ○ Dina is still waiting to hear the final outcome from Olo with regard to obtaining the special permission they need from NMED. ○ Dina was not in attendance, but the committee discussed some possible suggestions to facilitate getting the event off the ground, including having committee members pass out the yogurt if Olo could deliver it. ● HSC Faculty Council Representation – September update <ul style="list-style-type: none"> ○ None; committee members believe it was canceled. ● North Campus Safety Walk – continued conversation <ul style="list-style-type: none"> ○ The committee held a robust discussion of this event. ○ One great idea that came up was holding a “Virtual” North Campus Safety Walk during the week of Nov. 14 – 19. Constituents would be encouraged to note safety issues in the dim light of morning or evening and send notice by email. ○ Roxanne and Lori volunteered as co-point-people to work details. ● Staff Research Expo – Nancy <ul style="list-style-type: none"> ○ Committee to review interest survey – most current not available at time of meeting. ○ Committee consensus was to include all staff to gauge interest. ● 2017 Committee meetings schedule & room reservation – Sandra <ul style="list-style-type: none"> ○ Sandra has booked space on 3rd Floor of Domenici through 2017 and forwarded invitations to all committee members. ● Belatedly – farewells were said to Logan, leaving the committee due to change in employment; and a round of member self-introductions were made on behalf of the newest folks to join. ● Other “Old Business” discussion to be held after “New Business” and “Constituent Comments” (see item 6 below), if time allows. 	<p>Sandra will follow up with Dina as we still hope to hold this event for staff before the end of October.</p> <p>Roxanne & Lori will contact Ron Burford and develop verbiage for constituent notification.</p> <p>Nancy will send updated version out to committee for input.</p>
4	<p>New Business</p> <ul style="list-style-type: none"> ● HSCS Working Groups Ideas: We want to make sure that everyone who joined the committee is working on something they’re passionate about. Ideas: Events group (Olo Yogurt, All Staff All Stars, & N. Campus Safety Walk), Newsletter group, Wellness group, SAM group (LOBOrrito, book exchange, ice cream social)? 	
5	<p>Constituent Comments</p> <p>Any constituent comments to share?</p> <ul style="list-style-type: none"> ● Jodi asked about the appropriate response to constituents with questions regarding University funding and the email requests to ‘contact your legislator.’ She would like to respond by giving general information about the election and how to contact a legislator if a staff-member would like to weigh in on any topic. 	<p>Committee agreed to this approach. One member referred group to UNM Policy on Political Activity, #2060.</p>
6	<p>Other Old Business Discussion if Meeting Timing Allows</p> <p>Possible Topics:</p> <ul style="list-style-type: none"> ● Newsletter <ul style="list-style-type: none"> ○ Sandra interacted with Faith who seemed willing to take up the ball. ○ Sandra asked Faith about the Oct. newsletter’s status on 10/4, receiving the answer that she would send it over to Kathy to distribute either that afternoon or the next day. But no newsletter went out. 	<p>Sandra volunteered (temporarily) to create a simple email message with things of interest to staff at the beginning</p>

	<ul style="list-style-type: none"> ○ Committee discussed situation. It seems there will be no HSCSC newsletter for the foreseeable future. ● Lovin' on the L'il Lobos NBICU Drive in February <ul style="list-style-type: none"> ○ Jodi will need help – Jessica & Christina stepped up. ○ Date is typically Friday of Valentine's week (Feb. 17, 2017). ○ Will discuss further during November's meeting. ● Optional Addition of HSC Staff Committee Cell Phone Numbers <ul style="list-style-type: none"> ○ Not discussed 	of each month, beginning in November.
Next Meeting	The next meeting will be November 3, 2016 in Dominici West 3110.	Meeting adjourned

HSC Staff Committee Schedule of Upcoming Events

HSC Staff Committee Roster

Name	Councilor	Email	Department	MSC
Sandra Bauman, Co-Chair	N/A	Sbauman1@salud.unm.edu	SOM Sr Assoc Dean Operations	08 4710
Nancy Shane, Co-Chair	Grade 15	NLShane@salud.unm.edu	SOM UME PEAR	08 4550
Danelle Callan	Precinct 22, President	dcallan@salud.unm.edu	SOM Family Comm Med	09 5040
Josh Clifford	Precinct 25	jcliff@unm.edu	Center for Psychiatric Research	11 6280
Dina Estrada	N/A	DEstrada@salud.unm.edu	COM/IM Gastroenterology	10 5550
Cindy Garcia	Precinct 21	CAGarcia@salud.unm.edu	SOM Admissions	09 5085
Christine Heinemeyer	Grade 10	cheinemeyer@salud.unm.edu	Department of Surgery	10 5610
Melissa Meier	Precinct 23	MMMeier@salud.unm.edu	Project Echo	07 4245
Jodi Perry	Precinct 19	jmperry@salud.unm.edu	COP Pharmaceutical Sciences	09 5360
Lori Peterkin	Precinct 20	LPeterkin@salud.unm.edu	SOM Development	08 4720
Logan Radeliff	Precinct 28	lradelif@salud.unm.edu	Dental Medicine	09 5020
Stella Ramos	Grade 9	BERamos@salud.unm.edu	Cancer Center	07 4025
Roxanne Roessner	N/A	rroessne@salud.unm.edu	College of Nursing	09 5350
Carla Sakiestewa	Precinct 26, Treasurer	csakiestewa@salud.unm.edu	Cancer Center	07 4025
Kenneth Schaaf	Grade 14	kschaaf@salud.unm.edu	EMS Academy	
Jessica Serna	Grade 8	jserna@salud.unm.edu	Department of Surgery	10 5610

*New member