



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: 9/1/16 at 11:00 a.m., Domenici West 3110

Members Present: Sandra Bauman, Josh Clifford, Dina Estrada, Lori Peterkin, Logan Radcliff, Carla Sakiestewa

Members Excused: Nancy Shane, Jodi Perry, Roxanne Roessner, Stella Ramos

Members Absent: Danelle Callan, Cindy Garcia, Melissa Meier, Kenneth Schaaf

Guests Present: Jessica Serna, Grade 8 Rep.

Subject	Notes	Follow-Up
1 Approve Agenda	Approved 9/1/16 Agenda	
2 Approve Minutes	Approved minutes 8/4/16 meeting.	
3 Old Business	<ul style="list-style-type: none"> • Book Group, kick-off 9/22 – Logan <ul style="list-style-type: none"> ○ Logan will follow up with any RSVPs received. ○ Everything set, just waiting for first meeting to see how things go. ○ Intent is to encourage the group to become more grassroots, with group members volunteering to rotate discussion leadership, and new books to be decided upon by the members. • Salsa & Chips Homecoming Event, 9/29 – Lori <ul style="list-style-type: none"> ○ Lori provided brief update on status, including support from Alumni Office (volunteers, purchase of chips and serving containers) and the donation of salsa by Gilly Loco. There’s a plan to provide door prizes for people willing to howl. Gilly Loco has asked for videos if folks do so, with appropriate permissions signed. ○ Lori requested door prize items and volunteers – receiving support in both instances from members. • Book Exchange, 9/30 – Carla <ul style="list-style-type: none"> ○ Dina volunteered to be co-point of contact for this event. ○ Carla has contacted UNM Press regarding donations and has received a tentative “yes” but is awaiting confirmation. ○ We’re still in need of a contact at 1650 University regarding placing donation bins. • Olo Yogurt – Dina <ul style="list-style-type: none"> ○ Committee decided to hold event in early to mid-October 	<p>Lori will send follow-up email for add’l volunteers and logistics for dropping off prize items to her.</p> <ul style="list-style-type: none"> • Sandra will email contact at 1650. • Carla will submit PPD quote for SC approval • Carla will follow up with UNM Press • Carla and/or Dina will send email to HSCSC members for event volunteer sign up. <p>Dina will look at calendar and email committee with potential dates. We’ll try to agree on a date via email before the October meeting.</p>

	<ul style="list-style-type: none"> ● HSC Faculty Council Representation <ul style="list-style-type: none"> ○ July update by Dina: nothing of significance to report ○ August – no report; no one attended ○ Carla will take on role of POC through the end of 2016 and contact folks with the monthly schedule to facilitate HSCSC representation consistently. She'll reevaluate in December whether she'll continue the POC role. ● North Campus Safety Walk, 11/15 – need point person <ul style="list-style-type: none"> ○ Sandra asked the committee to consider the following points and think about whether the committee wants to retain this event as an HSCSC responsibility: <ul style="list-style-type: none"> ▪ The event is run out of the Dean of Students (DoS) office on Main Campus, and not a Staff Council responsibility – although staff volunteers are recruited and welcomed by the DoS. ▪ The North Campus event has not been promoted by either the DoS or the UNM Police websites for the past number of years, even though we have requested they do so in conjunction with promoting the Main Campus event. ▪ The entire responsibility of promotion and recruitment falls on the HSCSC, and for the past few years has not been well attended. ▪ This event is held outside of regular working hours, and with little volunteer help the burden of how to cover any of the grounds lies heavily on the HSCSC event POC. ▪ While campus safety significantly impacts staff, along with all other UNM constituents, how good a fit is this event with this committee's charge? ▪ Input from Jodi Perry, when she returns, on the history of how this event came under the HSCSC umbrella would be helpful. ○ The committee agreed to consider the question of whether to retain the event, but not make a decision until the October meeting. ● HSCSC Polo Shirt Order – Josh <ul style="list-style-type: none"> ○ One order received to date, would like to see if anyone else wants a shirt before placing the final order. ● Other "Old Business" discussion to be held after "New Business" and "Constituent Comments" (see item 6 below), if time allows. <p>Sandra will send an email with all this information out to the committee, in order to include members absent and start an electronic conversation.</p> <p>Josh will send an email out to see if anyone else wants to order a shirt, then place the order.</p>
<p>4 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)? <ul style="list-style-type: none"> ○ Jessica Serna was introduced and indicated her intention to join the committee. She also mentioned a co-worker, who is a new SC Rep., is interested and may attend next month's meeting.
<p>5 Constituent</p>	<p>Any constituent comments to share?</p>

	Comments	<ul style="list-style-type: none"> • None 	
6	Other Old Business Discussion if Meeting Timing Allows	<p>Possible Topics:</p> <ul style="list-style-type: none"> • Confirming timing of HSCSC meetings (11 – noon, 1st Thursday of the month) in order to book a meeting room. • Staff Research Expo – Nancy <ul style="list-style-type: none"> ○ Nancy was absent, but Sandra and Logan provided an update based on interaction with Nancy prior to the meeting. ○ Nancy is still working with IRB to find out what approvals may be necessary to pull this off. ○ We’re still awaiting word on whether there might be support from Student Success committee. • Newsletter – Sandra <ul style="list-style-type: none"> ○ Awaiting confirmation of interest in taking the editor role from Faith, who was out on leave in August. ○ Sandra put out September issue, but will not continue if another editor is not found. • Food trucks <ul style="list-style-type: none"> ○ Due to UNM policy and vendor contractual issues the committee unanimously agreed not to put further energy into trying to bring these types of additional food options to North Campus. • New Employee Resource List <ul style="list-style-type: none"> ○ As there is currently no interest to work on compiling a list, and no response from constituents has ever been received to the continual inquiry about this in the newsletter, the committee decided to make this a very low priority. • Optional Addition of HSC Staff Committee Cell Phone Numbers <ul style="list-style-type: none"> ○ Not discussed 	<p>Yes. Sandra will work on booking space through 2017.</p> <p>Sandra will follow up with Faith. If Faith does not want the role, will follow up with other constituent who offered, but will insist on committee membership.</p>
	Next Meeting	The next meeting will be October 6, 2016 in Domenici West 3110.	Meeting adjourned

HSC Staff Committee Schedule of Upcoming Events

Event Date	Event Name	Contact Person(s)	Place	# Vols Needed	# Vols Committed
Thurs. 9/22/16	Inaugural Book Group Mtg.	Logan Radcliff	Domenici West, B102	1-2	1
Thurs. 9/29/16	Homecoming/Alumni: Salsa & Chips	Lori Peterkin	HSC Plaza	4-6 in shifts	5
Fri. 9/30/16	HSCSC Fall Book Exchange	Carla Sakiestewa	Domenici West, B112	?, in shifts	
TBD Late Sept. Early Oct.	Olo Yogurt: Staff Appreciation	Dina Estrada	TBD	?	
Tues. 11/15/16	North Campus Safety Walk	TBD	TBD		
Fri. 1/27/17	Staff Research Expo	Nancy Shane	Domenici Main Lobby		
TBD: Early Feb.	Lovin’ on the L’il Lobos NICU Donation Drive	Jodi Perry?	Various collection sites; NICU drop off		
April? 2017	Staff Council Book Exchange	TBD			

July 2017	LOBOrrito Breakfast	TBD			
July 2017	SAM Ice Cream Social	TBD			

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
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Logan Radcliff	Precinct 28	lradclif@salud.unm.edu	Dental Medicine	09 5020
Stella Ramos	Grade 9	BERamos@salud.unm.edu	Cancer Center	07 4025
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Carla Sakiestewa	Precinct 26, Treasurer	csakiestewa@salud.unm.edu	Cancer Center	07 4025
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Jessica Serna*	Grade 8	jserna@salud.unm.edu	Department of Surgery	10 5610

*New member