

Staff Council Standing Committee Minutes

Committee Name: SC Rewards and Recognition committee Meeting Date and Place: Jan. 9, 2020; University Club

Member Present: Mark Reynolds, Amy Hawkins, Joe Lane, Nicole Lovato-Monet, Grace

Faustino, Della Willis.

Guests present: Tracy Briggs and Cherie Knight

Minutes: Taken by Cherie Knight.

	Subject	Notes		
1	Approve Agenda	Joe's Birthday! Tracey Briggs & Cherie Knight, Guests		
	. Pp. 110 - Quinda	Joe called the meeting to order at 2:03 pm		
2	Approve Minutes			
3	Old Business (November)	Ideas for 2020: Tours of the UNM Cancer Center, OMI with the Medical Students, Physics &		
		Astronomy Building, Anderson School High Tech, Johnson Gym (construction done by Feb 1,		
	 Let's do lunches etc. 	soft opening in March), Rain Forest downtown, UNM Arboretum and La Posada.		
4	New Business			
	 Future for "For the 	Title: "For the Health of It Wellbeing Expo", #Wellbeing was approved by the Committee as a		
	health of it event"	collaboration between a sub-committee of Staff Council (Rewards & Recognition), UNM		
	discussion with Tracy	Wellness, and HSC Wellness on Thurs Sept 24 (main campus - SUB Ballrooms and two large		
	Briggs and Cherie	classrooms) and Friday Sept 25 (north campus Domenici NW third floor or W lower level plaza		
	Knight	and two classrooms).		
		Collaborate as a group (Staff Council, UNM Wellness, HSC Wellness) on this two-day event.		
		Budget, Volunteers, Vendors, Topics, Details – work with Staff Council for moving forward.		
		Tauget, relations, relation, replay relation from that start estation for members,		
		Set-up 9:30 am, Tear Down 2:30		
	Chaff Annuariation	Ballroom or Plaza Expo Tables and Fitness Demos 10:00 – 2:00		
		20-minute Wellness Classes 11:00, 12:00 noon, and 1:00		
		20-minute Financial Topic Talks 10:30, 11:30, 12:30, and 1:30 (Different topics main vs north)		
		Reserve venues as soon as possible. Wellness and four financial companies will each staff a		
		table during the expo. Include HSC Wellness in planning and implementation, Staff Council will invite appropriate outside vendors, approach Zach at Rec Services to identify and recruit		
	 Staff Appreciation Week; When where 	his staff as fitness instructors, ask for donations to help with raffle every ½ hour, around the		
	and what etc(set up	world stamp card to qualify for a raffle prize.		
	meeting with Amanda	The state of quality to the state of the sta		
	etc.)	Cherie will ask if HR/Leadership still approve prior policy of 1:30 or 2:00 hours paid time off to		
	,	attend, with management approval. Mark will pursue EMS Services support for both expo		
		events.		
		Staff Appreciation Week		
		Ideas: Free Loho Breakfast Burrito at LaBo (Amy will set a meeting). Music on the Blaze with		
		Ideas: Free Lobo Breakfast Burrito at LaPo (Amy will set a meeting), Music on the Plaza with faculty and staff/faculty musicians, Food Trucks (SUB events would have to		
		approve), Frito Pies with Alumni, happy hour offsite or at the university club,		
		Tunnel Tour, massage chairs, therapy dogs.		
		, same 1 san, massage share, and ap, avgs.		
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		North Campus Day might fit into a week-long structure, include tunneling tour on north campus. Graduation is May 11 in 2020.			
		Committee voted to approve a one-week long event for the week of May 18. All in favor.			
		Next meeting will focus on developing out the details for this event.			
	PAWS awards Check out new Nomination forms. Discuss formula for putting together baskets for future reference and any other references toward this. Celeste has been doing a great job at this and we hope she can continue When she is fully recovered.	PAWS Awards – Three box format was approved. New fillable form will deal with the issues of some content being cut off. These have also been made for the other award categories. An electronic format would be helpful for the Gerald May form, which Grace can assist with. Consider providing examples of what extraordinary service looks like to help nominators complete a nomination for each category in a nomination form. This idea can be built out more in the future. Baskets – What types of items go into the baskets? This has been a project of Celeste's choosing for years. Staff Council provides the PAWS Plaque with date and name engraved. Starting last year, the Committee provided a \$30 LoboCash card for each winner as well. Amy provides Staff Council swag as well. Celeste has solicited swag from other departments on her own. It's been a bit of an issue this year when Celeste has been out of office, because winners have reached out to Amy asking what they have won. Celeste is still interested in doing the baskets after her recovery is complete. Amy delivered the Sept/Oct Rewards to Celeste last week. Nov/Dec still need to be delivered. Natalie wants only to order the PAWS awards. Celeste wants only to do the baskets. Neither wants to participate in the Committee in any additional way. Currently there is no oversight to determine when things are being done.			
		The plaque and card should be provided to winners within one month after the awards have been announced. Can a solution also be determined for how the award & card will be delivered? Della, Joe, and Rob have offered to help with delivering the awards. Discuss a timeline for the process next meeting.			
5	Open discussion on				
	Committee -				
	Next Meeting The next meeting will be (2/13/2020 - University Club)				

(Events, Rewards and Recognition) Roster

Name	Councilor	Extension	Email	Department	MSC
Mark Reynolds	Υ	75988	reynolds@unm.edu	IT	
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Della Willis	Member	28763	djwillis@salud.unm.edu	Academic Affairs	09 5300
Joe Lane	Chair	74963			
Grace Faustino	Member	78382	gfaustin@unm.edu		
Nicole	Member				