



STAFF
COUNCIL

Staff Council Standing Committee Minutes – Rewards & Recognitions

Meeting Date and Place: July 10, 2024, 2 – 3 pm @ Zoom

Members Present: Yadeeh Sawyer, Grace Faustino, Joseph Lane, Quinton Valencia, Jennifer Kavka, Candi, Jennifer Chamberlin Payne, and Marcus Anderson.

Excused Absent: Amy Hawkins (ex-officio), Andrea Quijada

Ex-Officio:

Members Absent: Bonnie Minkus-Holmes, Frances Salas

Guests Present:

Minutes Submitted by: Grace Faustino

	Subject	Item	Notes
1.	Meeting to Order		2:03 pm
2.	Indigenous Peoples' Land and Territory Acknowledgement	<p><i>Reciting a land acknowledgment is a traditional custom dating back centuries for many Native communities and nations. For non-Indigenous communities, land acknowledgment is a powerful way of showing respect and honoring the Indigenous Peoples of the land on which we work and live. Acknowledgment is a simple way of resisting the erasure of Indigenous histories and working towards honoring and inviting the truth.</i></p> <p>Founded in 1889, the University of New Mexico sits on the traditional homelands of the Pueblo of Sandia. The original peoples of New Mexico - Pueblo, Navajo, and Apache - since time immemorial, have deep connections to the land and have made significant contributions to the broader community statewide. We honor the land itself and those who remain stewards of this land throughout the generations and acknowledge our committed relationship to Indigenous peoples. We gratefully recognize our history.</p>	
3.	Approval of Agenda	<p>Approval of July meeting agenda</p> <p>(7) July 2024 Rewards & Recognitions Minutes.docx</p>	approved
4.	Approval of Previous Meeting Minutes	<p>Approval of June meeting minutes</p> <p>(6) June 2024 Rewards & Recognitions Minutes.docx</p>	approved

5.	Guest speakers		
6.	Unfinished Business	<ol style="list-style-type: none"> 1. <i>De-briefs</i> <ol style="list-style-type: none"> a. Staff Appreciation Feedback as of 6/5 - 110 responses (Jennifer K; add to Draft debrief) 2. <i>Updates</i> <ol style="list-style-type: none"> a. Gerald May – play around with a few timelines for the whole of our awards. Ceremony in July won't work. <ol style="list-style-type: none"> i. 2024 Funding request <ol style="list-style-type: none"> 1. Friday Dec 13, 2024, 3 – 4 PM 	<ol style="list-style-type: none"> 1. De-brief Presented by Jennifer Kavka: <ul style="list-style-type: none"> ● Feedback Summary: <ul style="list-style-type: none"> ○ 90 responses with a mean score of 5 and a median score of 6. ○ Positive feedback focused on the in-person gathering and food. ○ Negative feedback included long wait times and inconvenient locations for some attendees. ○ Suggestions for improvement included more food stations and providing shade. Discussion: <ul style="list-style-type: none"> ● Jennifer Kavka highlighted key feedback points and noted some negative comments, including complaints about the wait times and location convenience. ● Grace Faustino expressed interest in reviewing the detailed feedback, including negative comments, to better understand attendees' concerns. Action Items: <ul style="list-style-type: none"> ● Jennifer Kavka to upload the feedback summary to SharePoint. ● All interested can review detailed feedback, including both positive and negative comments. 2. December Gerald May Event Date Changes <ol style="list-style-type: none"> a. Proposed new date: December 6th. b. Follow up with Amy Hawkins to confirm venue reservation. c. Funding Request: <ol style="list-style-type: none"> i. Current budget: \$10,000 with potential carryover funds. ii. Proposal to reduce the number of awardees due to budget constraints.

			<p>iii. Proposal to increase the honorary gift cards to 50.00 and reduce the number of recipients to 10 from 20</p> <p>iv. Suggestion to check the carryover amount with Carla.</p> <p>Discussion:</p> <ul style="list-style-type: none"> • Yadeeh Sawyer discussed the need to finalize the event date and the importance of confirming the venue reservation. • Jennifer Chamberlin Payne suggested exploring free venue options on campus to save costs. • Candi mentioned the availability of free conference rooms at the business center and suggested utilizing them. • Grace Faustino emphasized the need to allocate funds efficiently and suggested coordinating with HR to avoid paying for event spaces. <p>Action Items:</p> <ul style="list-style-type: none"> • Yadeeh Sawyer to present the funding request at the next business meeting. • Grace Faustino to update the event date to December 6th in the minutes. • Yadeeh Sawyer to follow up with Amy Hawkins to confirm the venue reservation.
	<p>New Business</p>	<p>1. Staff Appreciation events for FY 24-25</p> <p>a. Proposed as (\$44,200):</p> <ul style="list-style-type: none"> i. Tethered balloon rides (Sept/Oct; \$7,000) ii. Burrito Breakfast (Jan; \$12,000) iii. Luncheon (May; \$21,630) iv. Pending HR collaboration – monthly team recognitions/drawings (\$1,200) v. Happy hour at Draft & Table (SUB) - (\$1,200) 	<p>Discussion led by Yadeeh Sawyer:</p> <ul style="list-style-type: none"> • Current Budget: Approximately \$20,000 available. • Proposed Events: <ul style="list-style-type: none"> ○ Tethered Balloon Rides (Fall) ○ Burrito Breakfast (January) ○ Luncheon (May) ○ Monthly Team Recognitions/Drawings <p>Discussion Points:</p>

- b. How do we recognize remote and non-main campus (e.g. South & North campus) workers?
- 2. Master FY24-25 Budget Request
 - a. Staff Appreciation Budget
 - i. Staff Appreciation Events (\$44,200)
 - ii. Jim Davis (\$1000)
 - iii. All council committees use funds within this index if in line with purpose (e.g. staff as students)
 - iv. The current annual funding for this index is \$31,000
 - b. Note – Gerald May (\$10k/year) & Outstanding Supervisor (\$4k/year) are separate budgets
- 3. Add Alternate host to zoom meetings

- **Joseph Lane:** Suggests keeping the burrito breakfast and happy hour events, noting their popularity.
- **Jennifer Chamberlin Payne:** Raises concerns about alcohol at events but notes no previous complaints.
- **Quinton Valencia:** Suggests multiple smaller events rather than one large event, believing this approach might have a broader reach.
- **Candi:** Recommends pre-cooking some food for the luncheon to reduce wait times.
- **Jennifer Kavka:** Emphasizes the need to push for a higher budget from HR to support multiple events.

General Consensus:

- **Mixed opinions** on prioritizing events; some members prefer the luncheon, while others suggest focusing on multiple smaller events.
- **Yadeeh Sawyer** proposed creating a survey to gather input from all committee members to prioritize events and determine the most feasible options within the budget.

Additional Discussion Points:

- **Jennifer Chamberlin Payne:** Stressed the importance of having events that accommodate as many staff members as possible.
- **Grace Faustino:** Highlighted that the luncheon had a great turnout and suggested maintaining it as the signature event.
- **Quinton Valencia:** Raised concerns about the high cost of the luncheon and suggested focusing on events with broader reach.
- **Candi:** Suggested having multiple smaller events to avoid long wait times and improve attendee satisfaction.

			<ul style="list-style-type: none"> • Yadeeh Sawyer: Emphasized the importance of engaging remote staff and branch campuses and mentioned the possibility of monthly team recognitions with breakfast burritos or donuts. • Marcus Anderson: Proposed coordinating with Real state regarding parking at Yale Structure for Staff Council Events for free. Additionally, he pointed out that getting buses to shuttle staff during events will incur a charge. <p>Action Items:</p> <ul style="list-style-type: none"> • Yadeeh Sawyer to create and distribute a survey to prioritize events and gather additional ideas. • Grace Faustino: Draft a Budget Request and send to Yadeeh and Bonnie to Review
8.	Announcements & Check-ins	As time permits.	
9.	Upcoming Events	<p><i>Listed in chronological order:</i></p> <ul style="list-style-type: none"> • 2024 - 2025 Staff Appreciation event planning (on-going) • 3rd Quarter PAWS (August 2024) • Outstanding Supervisor Award (Call August 2024, October Ceremony) • Staff Appreciation Events (Sept 2024 - TBD) • 4th Quarter PAWS (November 2024) • Gerald May Award (Call late September through late October; December Ceremony) • 1st Quarter PAWS (Feb 2025) • Jim Davis 2025 (Call Feb, March Ceremony) • 2nd Quarter PAWS (May 2024) 	
10.	Adjournment	Next meeting Wednesday, August 14, 2 - 3 PM @ Zoom	