

University of New Mexico  
STAFF COUNCIL MEETING  
January 20, 2015  
SUB, Lobo A&B

**Members Present:** Marcos Abeyta, Joaquin Baca, Gloria Carol, Pam Castaldi, Mary Clark, Crystal Davis, Renee Delgado-Riley, Tyson Eakman, Dina Estrada, Danielle Gilliam, Lisa Gilmore, Gene Henley, Sarah Kieltyka, Joseph Lane, Cindy Mason, Kathy McKinstry, Patricia O'Connor, Jodi Perry, Stella Ramos, Mark Reynolds, Joni Roberts, Carla Sakiestewa, Deanna Sanchez-Mulcahy, Candyce Torres, Jennifer Trujillo, Kathy Turner, Gina Urias-Sandoval, Lisa Walden, Daniel Weems and Tish Young.

**Members Excused:** Josh Clifford, Marjorie Crow, Jarrett Hines-Kay, Joanne Kuestner, Ana Parra Lombard, Marie McGhee, Michele Navarrette, Ann Rickard and LaNika Staton.

**Members Absent:** Amanda Bassett, Brad Beck, Danelle Callan, TC Chavez, Janisha Garcia, Mike Gatchell, Christopher Gutierrez, Charlotte Jaramillo, Amber Lucero, Shawn McGee, Melissa Pacheco-Armijo, James Patton and Chelsea Beth Walker.

**Parliamentarian:** Adam Hathaway, Professional Registered Parliamentarian, excused.

**Call to Order:** at 1:08 p.m. by Speaker, Mary Clark.

**Approve Agenda:** approved.

**Approve Minutes from 11/18/14:** approved with changes.

**Approve Minutes from 12/03/14:** approved.

### **Constituent Comments**

Karen Mann, member of the Faculty Staff Benefits Committee, announced an upcoming Town Hall sponsored by the UNM Retiree Association on 3/21/15 from 8:30 a.m. – noon at UNM Continuing Education. The topic of the Town Hall will be announced at a later date.

Kelsey McKenna, Lobo Women's Tennis Coach invited the Councilors to participate in an upcoming staff appreciation event sponsored by the Tennis Team on 1/29/15.

### **Special Orders**

Speaker Clark called for nominations for the vacant office of President Elect. Councilor Crystal Davis was nominated and after hearing no other nominations and declaring the position uncontested, Speaker Clark stated that Councilor Davis is the President Elect.

Speaker Clark called for nominations for the vacant office of Grade at Large Representative on the Executive Committee (Davis' former position). Councilors Deanna Sanchez-Mulcahy and Candyce Torres were nominated. It was noted that Councilor Torres was not eligible to accept the nomination because she did not have one-year of Staff Council experience specified in the Bylaws. After hearing no other nominations, Speaker Clark stated that Councilor Sanchez-Mulcahy is the Grade at Large Representative.

### **President's Report, President Renee Delgado-Riley**

The Executive Committee, along with the Strategic Planning Ad Hoc Committee is discussing plans for the Council's 25<sup>th</sup> Anniversary celebration this year. The Executive Committee is also reassessing all activities and events that the Council has sponsored over the last 25 years.

President Delgado-Riley clarified that the role of the Executive Committee is to evaluate and approve all Staff Council expenditures.

President Delgado-Riley recommended the following appointments to university-wide committees: Crystal Davis to the Diversity

Council and Terry Horger to the Lobo Care Respect Committee (formerly the CommUNITY Council). Both appointments were approved by the Council.

### **Executive Committee Report, Speaker Mary Clark**

The Executive Committee renewed the Staff Council Service Level Agreement with ISS IT.

The Executive Committee approved the dissolution of the Campus Environment Committee. In addition, responsibility for the funds in the index for this Committee (collected in donation jars at the UNM Bookstore) will be assumed by the Staff Council. This was approved by the Council.

### **Speaker's Report, Speaker Mary Clark**

Speaker Clark appointed Josh Clifford to the vacant P25 seat and Christopher Grotbeck to the vacant P18 seat. These appointments were approved by the Council.

### **Treasurer's Report, Treasurer Cindy Mason**

Treasurer Mason gave an overview of the revenues and expenses to date in the two Staff Council indices. Treasurer Mason stated that the Funding Request Form will now include a statement that says, any expenses over \$5000 will automatically be subject to an audit/debrief meeting. The Staff Council is currently working on budget projections through the end of FY15. Treasurer Mason stated that all PCard purchases for the Council must be made using the PCard assigned to the Staff Council Office.

### **New Business**

Councilor Dina Estrada requested that the Staff Council review the policy on payroll deductions for tuition taxes.

### **Committee Reports**

*Student Success, Gina Urias-Sandoval and Jennifer Trujillo* – The Committee is planning for Staff as Students in April 2015. At the November 2014 event, 100 staff registered, on-site, for classes. The Committee is researching ways to enhance the Provost's Committee for Staff Scholarship Program and also how staff, who are also full-time students, can be recognized. The Committee is sponsoring the Read to Me Donation Drive that collects books for children. The Drive runs 2/16/15 – 3/31/15.

*Employee Life, Terry Horger and Anne Burtnett* - The Committee is reviewing the Bullying Policy and the Whistleblower's Policy and the resources available for staff.

*Events, Mark Reynolds* - The Committee is in the process of scheduling Staff Council events for the upcoming year. The monthly Brown Bag Lecture Series events are already in place.

*Communications & Marketing, Mark Reynolds* – The revised Staff Council website is now live. The Staff Council Office should be notified of any edits that need to be made to the website.

*HSCS, Jodi Perry* – The Committee is in the process of reviewing and developing a strategic plan for 2015 using the data provided by the Staff Engagement Survey. The Committee is sponsoring a new Donation Drive called Lovin' on Little Lobos, which will collect items for the UNMH Newborn Intensive Care Unit. The Drive runs 2/2/15 – 2/12/15.

*Recreational Services Advisory Council, Cindy Mason* – The upgrade of the Recreational Center has been put on hold; however, some of the outdoors equipment will be upgraded.

### **Guest Speaker**

UNM Student, Kyle Stepp spoke about Lobothon.

### **Councilor Comments**

Councilor Cindy Mason gave a brief update on the 2015 UNM Kindness Campaign activities.

Councilor Joe Lane stated that he is attending UNM Day in Santa Fe on 2/9/15 and asked if anyone was interested in joining him.

### **Meeting adjourned at 2:45 p.m.**

**Minutes submitted by Kathy Meadows, Administrative Officer, Staff Council Office.**

**Staff Council meeting minutes can be accessed by going to <http://staffcouncil.unm.edu>.**