

University of New Mexico  
STAFF COUNCIL MEETING  
April 19, 2016  
SUB, Lobo A&B

**Members Present:** Brad Beck, Rob Burford, John Byram, Danelle Callan, Andrew Castellano, Mary Clark, Josh Clifford, Aaron Cowan, Marjorie Crow, Crystal Davis, Renee Delgado-Riley, Erica Grong, Andy Kalin, Joanne Kuestner, Joe Lane, Mary Jane Lueras, Kathy McKinstry, Raymond Mitchell, Jodi Perry, Mark Reynolds, Felicia Rider, Joni Roberts, Carla Sakiestewa, Susy Salvo, Nancy Shane, Jasmine Torres, Jennifer Trujillo, Kathy Turner, Gina Urias-Sandoval, Lisa Walden, Daniel Weems and Tish Young.

**Members Excused:** Pam Castaldi, TC Chavez, Cindy Garcia, Christine Heinemeyer, Patricia O'Connor-Navrot, Melissa Pacheco-Armijo, Stella Ramos and Kenneth Schaaf.

**Members Absent:** Marcos Abeyta, Valerie Apodaca, Joaquin Baca, Matthew Baca, Amanda Bassett, Dina Estrada, Jacob Field, Danielle Gilliam, Janet Luarkie, James Patton, Samantha Payne and Mark Russell.

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

**Call to Order:** at 1:09 p.m. Speaker Mary Clark.

**Agenda, approved with changes.**

**Minutes of March 15, 2016, approved.**

**Constituent Comments**

No comments.

**Guest Speakers**

Chris Morrison, United Way of Central New Mexico, spoke about the importance of UNM's United Way contributions. Lieutenant General Bradley C. Hosmer, USAF (Ret.), UNM Regent, answered questions from the floor. Brenda De La Pena, Benefits Manager, HR, spoke about Open Enrollment and the VEBA Opt-Out. UNM Students, Kyle States and Benjamin Mortensen, spoke about Take Back the Tap and Lobo Gardens, respectively.

**President's Report, President Crystal Davis**

President Davis, along with Gina Urias-Sandoval, Co-Chair of the Student Success Committee, presented Staff Hero Awards to Councilors Joanne Kuestner and Jennifer Trujillo and Student Success Committee member, Brian Vineyard. President Davis gave a brief update on her activities for the month of April. For a complete report, please refer to the Staff Council website at <http://staffcouncil.unm.edu/blog/2016/04/presidents-report-to-the-staff-council-.html>.

**Executive Committee Report, President Elect Danelle Callan**

President Elect Callan provided an update of activities from the Executive Committee for the month of April. For a complete report, please refer to the Staff Council website at <http://staffcouncil.unm.edu/blog/2016/04/executive-committee-report-to-the-staff-council.html>.

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

Speaker Clark stated that the Committee Chairs meeting, held on 3/31/16, was very positive and that the Chairs agreed to increase the frequency of the meetings from quarterly to bi-monthly.

**Treasurer's Report, Treasurer, Jodi Perry**

Treasurer Perry provided a brief summary of the current Staff Council financials (attached).

**Questions for the Executive Committee**

Members of the Executive Committee answered Councilor questions from the floor about recent actions/decisions from the Executive Committee.

**Special Orders**

On behalf of the Rules & Elections Committee, Nancy Shane moved approval of the 2016 Precinct Election results (attached). This was approved by the Council. Shane also provided information to the Councilors about the election of the Executive Committee in May.

**New Business**

No new business.

**Committee Reports**

The following Staff Council Standing Committee representatives provided oral reports: Josh Clifford and Lisa Walden for the Communications & Marketing Committee, Renee Delgado-Riley for the Events Committee, Joanne Kuestner for the Student Success Committee and Carla Sakiestewa and Susy Salvo for the Staff Councilor Engagement Committee.

**Councilor Comments**

Kathy McKinstry spoke about the upcoming Staff Appreciation Luncheon on 5/26/16.

**Meeting adjourned at 3:11 p.m.**

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

**Staff Council meeting minutes can be accessed by going to**

**<http://staffcouncil.unm.edu/staff%20council%20business%20meetings/index.html>.**

## SC Gerald May Award Budget- 475033

### Revenue

FY15 Reserves	\$ 10,947.49
Trsfr from endowments	\$ 990.81
Full allocation	\$ 10,000.00
<b>Revenue Total</b>	<b>\$ 21,938.30</b>

### Transfers

	\$ -
<b>Transfers Total</b>	<b>\$ -</b>

### Expenses

Awards 5 x \$2000	\$ (10,000.00)
Fringe	\$ (795.09)
Food	\$ (796.50)
Engraved pens	\$ (777.30)
Certificates & folders	\$ (278.14)
Flowers	\$ (609.95)
Decorations	\$ (62.76)
Sub Rental fees	\$ (344.00)
Music	\$ (150.00)
Plaques	\$ (306.00)
Banner tax	\$ (33.25)
<b>Expenses Total</b>	<b>\$ (14,152.99)</b>

### Encumbrances

	\$ -
<b>Encumbrances Total</b>	<b>\$ -</b>

<b>Available Balance</b>	<b>\$ 7,785.31</b>
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## SC Operating Budget- 816000

### Revenue

FY15 Reserves	\$ 2,454.15
Full allocation	\$ 23,186.00
SC President Stipend	\$ 5,000.00
5% holdback	\$ (3,602.00)
5% actuals return	\$ 3,602.00
30% retention on 5% holdback	\$ (1,080.00)
<b>Revenue Total</b>	<b>\$ 29,560.15</b>

### Transfers

Gerald May index 475033	\$ (10,000.00)
Parking permit	\$ (633.00)
Refund for FY15 over-charge	\$ 5,960.00
<b>Transfers Total</b>	<b>\$ (4,673.00)</b>

### Expenses

SC President Stipend	\$ (5,000.00)
Office supplies	\$ (472.55)
Single day parking permits	\$ (44.00)
2 rover parking permits	\$ (200.00)
Postage	\$ (1.42)
Paws Awards (2 year supply)	\$ (1,361.07)
Telecom, long distance, voice mail	\$ (652.50)
SC 25th Anniversary Pins	\$ (408.00)
Conference Fees (SMART mtgs, parliamentarian)	\$ (200.00)
Copying	\$ (461.12)
UCAM for website maintenance	\$ (1,200.00)
KNME 25 yr video	\$ (4,930.00)
SC Office Repairs	\$ (493.21)
Banner tax	\$ (102.24)
Foundation surcharge	\$ (259.28)
<b>Expenses Total</b>	<b>\$ (15,785.39)</b>

### Encumbrances

UCAM for website maintenance	\$ (1,200.00)
Room Reservation for brown bag sessions	\$ (400.00)
Telecom, long distance, voice mail	\$ (220.00)
Foundation surcharge	\$ (29.72)
Banner tax	\$ (72.76)
<b>Encumbrances Total</b>	<b>\$ (1,922.48)</b>

<b>Available Balance</b>	<b>\$ 7,179.28</b>
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## SC Appreciation Events Budget- 816006

### Revenue

FY15 Reserves	\$ 12,470.00
Full allocation (but distributed monthly)	\$ 31,000.00
<b>Revenue Total</b>	<b>\$ 43,470.00</b>

### Transfers

	\$ -
<b>Transfers Total</b>	<b>\$ -</b>

### Expenses

July 2015 Loborrito Main Campus	\$ (8,083.34)
July 2015 Loborrito North Campus	\$ (2,904.35)
Olo Yogurt Event North Campus	\$ (269.03)
Jim Davis Award	\$ (69.90)
Fall North Campus Book Exchange PPD bins	\$ (307.50)
July SC Appreciation Lunch & Meeting	\$ (894.00)
Homecoming cookies, pom poms & decorations	\$ (1,210.26)
Paws Misc. Expenses	\$ (20.75)
Spring Staff Picnic Door Prizes	\$ (300.00)
Staff as Students Fall (stickers, room & food)	\$ (1,541.72)
SUB Rental Fees for meetings	\$ (762.00)
Dec SC Appreciation Lunch & Meeting	\$ (2,249.94)
Banner Tax	\$ (186.15)
Foundation surcharge	\$ (92.65)
<b>Expenses Total</b>	<b>\$ (18,891.59)</b>

### Encumbrances

Staff as Students Spring	\$ (1,542.00)
Spring Main Campus Book Exchange	\$ (450.00)
Spring North Campus Book Exchange	\$ (350.00)
Spring Staff Picnic at the SUB	\$ (19,760.00)
ISS Admin fee tax	\$ (100.00)
Foundation surcharge	\$ (407.35)
Banner tax	\$ (138.85)
<b>Encumbrances Total</b>	<b>\$ (22,748.20)</b>

<b>Available Balance</b>	<b>\$ 1,830.21</b>
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## SC Outstanding Supervisor Award Budget- 816010

### Revenue

FY15 Reserves	\$ -
Full allocation	\$ 4,000.00
<b>Revenue Total</b>	<b>\$ 4,000.00</b>

### Transfers

	\$ -
<b>Transfers Total</b>	<b>\$ -</b>

### Expenses

Monetary Awards 2 x \$1000	\$ (2,000.00)
Cake and Coffee	\$ (650.50)
Plaques	\$ (288.11)
Room Rental Fee	\$ (260.00)
Banner tax	\$ (11.99)
Foundation Surcharge	\$ (16.00)
<b>Expenses Total</b>	<b>\$ (3,226.60)</b>

### Encumbrances

fringe	\$ (400.00)
<b>Encumbrances Total</b>	<b>\$ (400.00)</b>

<b>Available Balance</b>	<b>\$ 373.40</b>
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Date: April 19, 2016

To: Staff Council

From: Nancy Shane, Co-Chair Rules & Elections Committee

RE: 2016 Precinct Election Report

#### *Overall Results*

The 2016 election to fill 30 precinct seats on the Staff Council was conducted during the week of March 21-25. Of the 30 seats, 28 were filled. Vacancies remain for Precincts 9 and 18. In addition, one incumbent grade level representative ran and won in his district, leaving a vacancy for Grade 8. Among the 28 precinct elections, 13 were won by incumbents; we invite 15 new members to the Staff Council. Eleven of the elections were competitive, meaning at least two people submitted self-nominations and were listed on the ballot. In several cases, candidates dropped out of the election upon learning of other candidates running in the precinct.

A total of 4,421 staff received the invitation to vote, electronically, with 847 invitees responding with a valid vote; the response rate was 19%, as it was for the 2015 grade election. There were 15 total write-in candidates. Three were nominated in the wrong precinct, 7 declined their nominations, and 4 accepted but did not win and one won the election.

#### *Post-election process*

The survey software tallied votes and generated reports to the Staff Council Administrative Officer. Each write-in candidate was contacted by the Staff Council Administrative Officer to determine his or her interest in the nomination. The report was then submitted to the Rules and Elections Committee for review and was approved on March 30, 2016. The Staff Council Administrative Officer notified winning candidates the following day. All accepted their positions and were invited to observe the April 2016 Staff Council meeting. All candidates who were not successful in their bid for a precinct were given information on working with Staff Council through committee work.

There were no tie votes. The deadline for challenges to the election were due by 5pm April 7, 2016. The Staff Council Office received one challenge; the candidate subsequently dropped the challenge.

None of the Rules and Election committee members were candidates in this election. Had any been so, they would have been excused from handling election materials.

The Rules and Election Committee respectfully moves the Staff Council ratify the election results below. Councilors representing precincts will be formally seated at the May 2016 Staff Council meeting.

*List of Winners, including Incumbent status and whether seat was competitive*

Prec.	Winner	Inc.	Competitive		Prec.	Winner	Inc.	Competitive
1	Lucas Cash	N	N		16	TC Chavez	Y	Y
2	Jessica Esquibel	N	N		17	Mary Clark	Y	Y
3	Marjorie Crow	Y	N		18	-Vacant-	N	N
4	Aaron Carrejo-Cowan	Y (Gr8)	N		19	Jodi Perry	Y	Y
5	Joseph Lane	Y	Y		20	Lori Peterkin	N	Wr-I only
6	Megan (Laura) Hauser	N	Y		21	Cindy Garcia	Y	N
7	Mike Mulcahy	N	Wr-I only		22	Danelle Callan	Y	N
8	Ryan Gregg	N	Y		23	Melissa Meier	N	Y
9	-Vacant-	N	N		24	Joni Roberts	Y	N
10	Colleen A. Cox	N	N		25	Joshua Clifford	Y	Y
11	Annette Mares-Duran	N	Y		26	Wendy Ortiz	N	N
12	Rosemary K. Melendrez	N	N		27	Carla Sakiestewa	Y (P26)	N
13	Renee Delgado-Riley	Y	Wr-I only		28	Logan Radcliff	N	N
14	John W. Byram	Y	Y		29	Laura Hawley	N	Wr-I only
15	Chris Bandy	N	Wr-I only		30	Alberto Tafoya	N	Y