

# Staff Council Standing Committee Minutes

**Committee Name:** Executive



**Meeting Date and Place:** 04/08/15, Hokona Hall, Room 352

**Members Present:** Joaquin Baca, Mary Clark, Crystal Davis, Renee Delgado-Riley, Joseph Lane, Cindy Mason, Deanna Sanchez-Mulcahy and Gina Urias-Sandoval

**Members Excused:** Gene Henley

**Minutes submitted by:** Kathy Meadows

	Subject	Notes	Follow-Up
1	Approve Agenda	Approved with changes.	
2	Approve Minutes from 3/4/15	Approved.	
3	Administrative Officer's Report	<p>On behalf of the Events Committee, Meadows presented a Funding Request Form (FRF) in the amount of \$1,171 for a Time Capsule/Tree Planting event and an FRF in the amount of \$299 for the Book Exchange. Both FRF's were approved. Meadows presented a FRF in the amount of \$360 for MTS videotaping services for the April Staff Council meeting. This was approved.</p> <p>Meadows presented the Monthly Reports from the following committees: Communications &amp; Marketing, Employee Life, Events and HSCS. Reports from Student Success and Rules &amp; Elections were presented to the Executive Committee on 4/9/15 by email. There were no reports submitted by Government Relations or Rewards &amp; Recognition.</p> <p>Meadows gave a brief Staff Council elections update and notified the Committee that a candidate in Grade 12 filed an elections violation charge. This will be reviewed by the Rules &amp; Election Committee but does not affect the outcome of the election. The election participation rate was 19%.</p>	
4	President's Report	<p>The MOU which establishes the Outstanding Supervisor's Award will be signed on 4/21/14.</p> <p>Community Engagement leave is mentioned in UAP 3300 – Paid Time, which is out for a 30-day comment period.</p> <p>Delgado-Riley is still working with the Provost on defining ways to enhance the Provost Committee for Staff Scholarship Award program.</p> <p>The release of the Staff Engagement Survey data is behind one month, per VP Anderson.</p> <p>Because of the data Staff Council received and presented to HR during the 2014 Focus Groups, HR has instituted customer service training for its employees, added a benefits calculator to its website and changed the reporting structure of the Ombuds Office from HR to the President.</p> <p>HR is drafting an RFP to seek an external consultant to review UNM compensation best practices and processes.</p>	NOTE: This Award program must be submitted to AVP Vallejos for approval, per UAP 3235 – Staff Recognition Programs
5	President Elect's Report	Davis is working on establishing an awards review process for the Council and expects to have it in place by December 2015.	
6	Speaker's Report	No report.	
7	Treasurer's Report	No report.	