



Staff Council Standing Committee Minutes

Committee Name: HSCS Committee (Health Sciences Center Staff Committee)

Committee Charge: As a standing committee of the UNM Staff Council, the HSCS Committee carries out the missions of the Staff Council as they relate to staff within the Health Sciences Center (HSC). The Committee collaboratively develops and implements activities, initiatives, and proposals that improve the lives of staff within the HSC, and enhances the visibility and recognition of the important role staff play in the overall success of the HSC. Membership on the committee is restricted to, and optional for, HSC staff.

Meeting Date and Place: 11/3/16 at 11:00 a.m., Domenici West 3110

Members Present: Sandra Bauman, Christine Heinmeyer; Jodi Perry; Lori Peterkin; Stella Ramos; Roxanne Roessner; Carla Sakiestewa; Jessica Serna; Nancy Shane;

Members Excused: Josh Clifford; Ken Schaaf; Cindy Garcia; Dina Estrada

Members Absent: Danelle Callan; Melissa Meier

Guests Present: none

	Subject	Notes	Follow-Up
1	Approve Agenda	Approved 11/3/16 Agenda	
2	Approve Minutes	Approved minutes 10/6/16 meeting.	
3	Old Business	<ul style="list-style-type: none"> • Debrief Olo Yogurt Event, 10/20 – Dina • Virtual North Campus Safety Week Update, Nov. 14-18 – Roxanne & Lori • HSC Faculty Council– October update? • Staff Research Expo Update – Nancy • Lovin’ on the L’il Lobos NBICU Drive Planning Conversation – Jodi, Jessica & Christine • Optional Addition of HSC Staff 	<p><u>Olo Yoghurt</u> – Dina was not present, but others expressed that her tickets worked well, checking badges with the list of job titles worked well, less push-back than we have experienced in the past, and yoghurt lasted the whole time. Sandra will ask Dina to complete Event Form.</p> <p><u>North Campus Safety Week</u>– We’d like to watch this to see if it is a viable alternative to actual safety walk (i.e. if enough people participate), since it is hard to recruit folks for that. Jodi will ask Josh to make the form a fillable PDF per constituent request. Lori will run in HSC Announcements. Lori noted it should be a good week due to the time change – dark for many people on their way home.</p> <p><u>HSC Faculty Council</u> – Carla had no notification so we don’t think there was a meeting in October – Carla will make sure.</p> <p><u>Staff Research Expo</u> – Flyer about complete for Monday 11/7 Staff as Students Event. Committee members requested Nancy to send flyer for posting and save in Events folder. Nancy noted that many who indicated interest in presenting did not leave names on their surveys. She sent an announcement to HSC Announcements; and it will be posted there periodically until the end of the calendar year. Lori and Jodi offered to meet with Nancy to continue the planning of the event. Nancy agreed to update the to-do file in the HSCS Cmte Events folder. Several recommendations for catering were mentioned, with note that we’re not short of funds in Staff Council.</p> <p><u>Lovin’ on Little Lobos</u> – Date set for Tuesday, 2/14 – to keep on Valentine’s Day (only exception being when Valentine’s Day lands on the weekend – then event will be Friday before). Most of the work for this will be in January, but will start planning in December to reach out to prior donation sites (?) Jodi will check with NICU on special requests, such as last year’s ‘Swaddle Me’s.’ Discussed idea to include on-line donations, esp. to purchase more expensive, now recommended ‘Bed in the Box.’ We’d also like to request from the Foundation that they track how much money we raise.</p> <p><u>Cell Numbers</u> – Committee members agreed cell numbers are very useful. However, committee members do NOT want cell numbers included in public versions of agendas & minutes, such as those included on the Staff Council website.</p>

		Committee Cell Phone Numbers	<u>Wellness Group</u> – Lori let us know the group is on hiatus until Spring. <u>Newsletter</u> – Faith will not be able to do the newsletter. Sandra will reach out to Bridgette Wagner Jones, who in August had offered assistance with graphic design. (She may have volunteered with SC Communications and Marketing, however). If Bridgette agrees, we will provide access to HSC folder and designate her as a member, but not require attendance to monthly meetings. Jodi suggested the possibility of recruiting a subgroup of non-member individuals just for the newsletter. Lori suggested adding a ‘Newsletter Ideas’ section to the agenda each month. Sandra noted some formatting glitches in newsletter when submitting newsletter to Kathy Meadows for publication. In meantime, Sandra will keep doing monthly emails.
4	New Business	<ul style="list-style-type: none"> HSCS Working Groups Ideas: 	Jessica distributed Be Kind magnets and pins, noting the UNM Random Act of Kindness Week also takes place the week of Valentine’s Day.
5	Constituent Comments	<ul style="list-style-type: none"> 	
	Next Meeting	The next meeting will be December 1, 2016 in Doménici West 3110.	

HSC Staff Committee Schedule of Upcoming Events

HSC Staff Committee Roster

Name	Councilor	Email	Department	MSC
Sandra Bauman, Co-Chair	N/A	Sbauman1@salud.unm.edu	SOM Sr Assoc Dean Operations	08 4710
Nancy Shane, Co-Chair	Grade 15	NLShane@salud.unm.edu	SOM UME PEAR	08 4550
Danelle Callan	Precinct 22, President	dcallan@salud.unm.edu	SOM Family Comm Med	09 5040
Josh Clifford	Precinct 25	jcliff@unm.edu	Center for Psychiatric Research	11 6280
Dina Estrada	N/A	DEstrada@salud.unm.edu	COM/IM Gastroenterology	10 5550
Cindy Garcia	Precinct 21	CAGarcia@salud.unm.edu	SOM Admissions	09 5085
Christine Heinemeyer	Grade 10	cheinemeyer@salud.unm.edu	Department of Surgery	10 5610
Melissa Meier	Precinct 23	MMMeier@salud.unm.edu	Project Echo	07 4245
Jodi Perry	Precinct 19	jmperry@salud.unm.edu	COP Pharmaceutical Sciences	09 5360
Lori Peterkin	Precinct 20	LPeterkin@salud.unm.edu	SOM Development	08 4720
Stella Ramos	Grade 9	BERamos@salud.unm.edu	Cancer Center	07 4025
Roxanne Roessner	N/A	rroessne@salud.unm.edu	College of Nursing	09 5350
Carla Sakiestewa	Precinct 26, Treasurer	csakiestewa@salud.unm.edu	Cancer Center	07 4025
Kenneth Schaaf	Grade 14	kschaaf@salud.unm.edu	EMS Academy	
Jessica Serna	Grade 8	jserna@salud.unm.edu	Department of Surgery	10 5610

*New member