



# 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:** 3/1/18 at 11:00 a.m., Domenici West 3010

**Members Present:** Jodi Perry; Patrick Newman; Jessica Serna; Nancy Shane

**Members Excused:** Roxanne Humphries; Cindy Garcia; Lori Peterkin, Christine Heinemeyer; Carla Sakiestewa

**Members Absent:** Melissa Meier; Jessica Gutierrez;

**Guests Present:**

	Subject	Notes	Follow-Up
1	Approve Agenda	Approved 3/1/18 Agenda	
2	Approve Minutes	Approved Minutes 2/1/18	With some changes
3	Old Business	<p>New-employee walking tours/orientations schedule for 2018 – Cindy</p> <p>Groundhog Day Tunnel Tour recap - Lori</p> <p>Newsletter - Patrick</p> <p>Lovin' on Little Lobos recap - Jodi</p>	<p><u>New Employee Walking Tours</u> – Nancy will contact Cindy and Christine to see if they would like to plan a tour for April, 6 months from the 1<sup>st</sup> tour, and after the next newsletter. Update – set for Friday, April 20<sup>th</sup></p> <p><u>Groundhog Day</u> - Attendees loved the event. Do not know if PPD is able to do another tour soon, but we would like to make this an annual event if possible. We could make it fun by incorporating creepy 'repeat performances' by Bill Murray look-alike. Discussed using free software for easier sign-up – that way, people could hopefully sign up, join waitlist, get reminders, etc., without bombarding one person with many emails. May be able to use the same software as Events Cmte – <i>SignUpGenius</i>.</p> <p><u>Newsletter</u> – Chairs responsible to send final draft to Amy to print. We re-set deadlines as follows (backwards) : Newsletter release – 1<sup>st</sup> workday of month or earlier, especially if there are events in the first few days; final draft due to co-chairs from Patrick – 30<sup>th</sup> of month (prior); edits due from cmte members to Patrick – 29<sup>th</sup> of month; Patrick's 1<sup>st</sup> draft – 27<sup>th</sup> of month; all newsletter items due in folder – 25<sup>th</sup> of month; 2<sup>nd</sup> reminder: 23<sup>rd</sup> of month; 1<sup>st</sup> reminder: 20<sup>th</sup> of month.</p> <p>We determined Patrick should send 1<sup>st</sup> draft of newsletter to all cmte members. Each month, Patrick will look for interesting items in the HSC newsletter. Nancy will look for interesting items in the HR newsletter. Nancy will find SHAC benefits for employees for April newsletter, to replace security/ escort notice at bottom (less necessary after Daylight Savings.) We can also include info we learned re: cartridge recycling (see below). We may also find specific LoboPerks to include. When content is light, Patrick will request additional information – we can always find something.</p> <p><u>Lovin' on Lil Lobos</u> - Jodi received no assistance this year so had to work on weekends. The lack of advance notice/advertising showed in a definite drop in donated money and goods. On the other hand, the 'day of' sorting and delivering went smoothly and quickly</p>

		<p>– Roxanne and Jodi took over the cartload of goods, left the cart, and xx picked up the cart afterwards.</p> <p>There are 3 fundraisers for UNM Children’s Hospital within one month – Lovin’, Peak Radio, and LoboThon. However, this is the 1<sup>st</sup> one; and we thought Valentine’s Day was perfect for it, so be it.</p> <p>Next year, we will consider in December if there is adequate volunteer support, especially in terms of advertising, for the event to take place.</p> <p><u>Office Supply Exchange</u> – Nancy will monitor in March; Jessica S in April. Learned that HSC Shipping and Handling (Milo &amp; co.) will pick up leftover cartridges for recycling from one’s office – Nancy will do after taking what she wants. ;) (Goodwill accepts also.) Jessica offered to take leftover office supplies to Barrett House or Goodwill. Someone in Staff Council may know what items APS Homeless Project could use as well.</p> <p><u>Book Exchange - updates</u> – Carla</p> <p>Carla will send update via email. Date – Friday, 4/20, 8am-2pm, Domenici 3010.</p> <p><u>Employee Wellness Ambassadors</u> – Cindy, Roxanne</p> <p><u>Employee Wellness Ambassadors</u> – focus now on advertising existing events, e.g. Stadium Step challenge, weight loss program. Some ambassadors better than others at advertising other events.</p> <p><u>HSC Faculty Council update</u> – Carla</p> <p>Carla will send update.</p> <p><u>Staff as Artists</u> – Carla &amp; Patrick</p> <p><u>Staff as Artists</u> – To be held in conjunction with Staff Appreciation Luncheon May 23rd. We believe Carla is working with Exec Cmte. Patrick will contact Carla about helping. Discussed that easiest way to deal with logistics (tables) would be to put in a work order with PPD – Carla will know if there is SC funding available.</p> <p><u>Disabilities resolution update</u> – Nancy</p> <p><u>Disability Resolution</u> – Will move to adopt at March SC meeting.</p> <p><u>Regents’ HSC Cmte</u> –Dr. Roth explained that state funding for faculty is different on north campus; part salary from clinical, so have to work for faculty 2% (assumed FY19, staff and faculty. Dr. Larson &amp; Richards gave updates on research, quality and safety, &amp; clinical strategies. Ava gave 6 mo (of FY 2018) report. Dr. McDowell gave Board of Trustees (of UNMH) report, an overview of their operations &amp; responsibilities. Beginning planning of FY2019 budget, highlighting goals and collaborative initiatives across campuses and elsewhere. Ava explained SOM units that are revenue generating and accept full responsibility for budget – SOM, Nursing, Pharmacy, Pop Health eventually. Dr. Richards discussed huge organizational &amp; financial impacts expected from transition to Centennial Care 2.0.</p> <p><u>Schedule Olo yogurt for spring and lead person</u></p> <p><u>Olo Yogurt</u> – Offer in July, esp. if Athletics discontinues ice cream social. Jodi will consider chairing or co-chairing this event.</p> <p><u>Schedule morning rave</u></p> <p>Rave – Discussed whether we are able to take this on, depending on interest we get after newsletter post. Patrick interested in helping. Does not have to be as involved as original? However, music highly desired, discussed: HSC Wellness hosting? Requesting staff or student DJ – support their side business? Food – difficult logistically, bc can never serve everyone; people can get ugly.</p>
4	New Business	New Co-Chair. Recruit new members from new Councilors in May. Invite for a Meet & Greet?
5	Constituent Comments	
	<b>Next Meeting</b>	The next meeting will be Apr. 5, 2018 in Domenici West 3010.