



UNM Staff Council 2020 Resolution #3

Name: Spanish Translation of Key University Communications, Mandatory Training, and Policies

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Adopted by Staff Council on: July 21, 2020

As the flagship university *for* New Mexico, providing Spanish language resources for staff promotes a message of inclusion and respect for the diversity of our employees and their contributions and will contribute to recruiting, retaining, and promotion of Spanish speaking staff. We advocate the following:

1. Whereas, In 2019, 65.7% of UNM main campus and HSC staff identified as Hispanic/Latinx;
2. Whereas, UNM is designated as a Hispanic-Serving Institution by the US Department of Education;
3. Whereas, the University of New Mexico does not have a bilingual policy to communicate relevant and critical information to UNM staff;
4. Whereas, Facilities Management, Food Service, and Parking and Transportation departments, among others, employ a significant number of Spanish monolingual individuals or those for whom reading Spanish is the preferred choice;
5. Whereas, in the State of New Mexico, both English and Spanish are routinely used verbally and in written communications; and
6. Whereas, the University of New Mexico, acknowledges and advocates for Spanish as a heritage language and promotes bilingual education;
7. Resolved, That the UNM Staff Council requests that the University of New Mexico create a policy that requires all relevant and critical communications to staff be translated into Spanish; and
8. Resolved, That the UNM Staff Council requests that critical human resources communications, policy statements, and required trainings be translated into Spanish and made available to UNM staff as part of regular business practices. These areas include but are not limited to:
 - A. Staff Performance Evaluation
 - B. Mandatory Trainings—Active Shooter on Campus: Run, Hide, Fight; Basic Annual Safety Training; and Prevention of Harassment and Discrimination (All three of these are currently available in Spanish.)
 - C. New employee orientation materials
 - D. Critical university communications (like those related to COVID-19), some of which have already been made available in Spanish

- E. Critical Human Resources communications, including health benefit open enrollment (which is currently available in Spanish)
- F. Communications regarding professional development, advancement opportunities, and continuing education and other beneficial programming that promotes the opportunity to grow as staff
- G. University Policies at policy.unm.edu.

Copies of this Resolution shall be sent to the UNM Board of Regents; Dr. Garnett Stokes, President of UNM; Teresa Costantinidis, Senior Vice President for Finance and Administration; Dorothy Anderson, Vice President for Human Resources; Dr. Paul Roth, Chancellor for Health Sciences; Dr. James Holloway, Provost and Executive Vice President for Academic Affairs; Dr. Assata Zerai, Vice President for Equity and Inclusion; Dr. Eliseo Torres, Vice President for Student Affairs; Cinnamon Blair, Chief Marketing and Communications Officer; and *The Daily Lobo*

Citations

1. <https://public.tableau.com/profile/unm.oia#!/vizhome/Staff2015-2019/StaffbyYear2015-2019>
2. <https://www.abqjournal.com/208492/spanish-not-enshrined-as-official-nm-language.html>