



University of New Mexico  
STAFF COUNCIL MEETING  
November 17, 2020  
Zoom

**Members Present:** Sandra Bauman, Angela Beauchamp, Lisa Beauchene-Lawson, Bradford Beck, Chelsey Begay, Jennifer Benitez, Armando Bustamante, Angela Catena, Autumn Collins, Ed Davis, Amanda DiMercurio, Sierra Donovan Cushing, Tyson Eakman, Harriet Engle, Grace Faustino, Mark Fisher, Christina Heinemeyer, Kelsey Higgins, Jennifer Kavka, Joseph Lane, Karen Lopez, Cindy Mason, Bryn McCabe-Kelly, Stephen Murillo, Teya Nguyen, Amie Ortiz, Cynthia Perez-Chavez, Mark Reynolds, Joni Roberts, Tony Robinson, Jose Rodriguez, Kristina Rucker, Carla Sakiestewa, Athena Salazar, Jessica Serna, Nancy Shane, John Shaski, Azura Tallant, Jason Quinn, Gina Urias-Sandoval, Brian Vineyard, Tracy Wenzl,

**Also Present:** Professional Registered Parliamentarian (PRP), Adam Hathaway

**Members Excused:** Nathanael Faust-Shucker, Keith Hitz, Texanna Martin, Ignacio Ortiz, John Rodriguez, Scott Sanchez, Jessica Stanton, Marcus White, Winton Wood

**Members Absent:** Garon Bodor, Dayra Fallad-Mendoza, Gilbert Gallegos, Maren Krake Dalton, Mary Jacintha, Dave Thomas

- I. **Call to Order:** at 1:04 p.m.
- II. **Roll Call**
- III. **Agenda approved.**
- IV. **Land Acknowledgement Read by: Councilor McCabe Kelly**
- V. **Minutes from October 20, 2020 approved.**
- VI. **Reports**
  - a. President's Report, President Nancy Shane
    - i. FSBC Appointment: Grace Faustino. Approved.
    - ii. President Shane updated the Council on current initiatives: international staff; Valencia's Staff Council and their initiative; Collation on Climate; UNM Budget and call for interest about UNM's budget process; confusing billing processes for students; Capitol Project Leadership Team; Shared governance in terms of budget and administration search committees especially; Regents update; Shane will follow-up with an emailed report.
  - b. Executive Committee Report, Speaker Wenzl on behalf of President-elect Scott Sanchez:
    - i. The Executive Committee recommends the adoption of the Virtual Meeting Bylaws Amendment.
  - c. Speaker's Report, Speaker Tracy Wenzl
    - i. Councilor Appointments: G9: Daniel Maes; G10: Anastasia Andersen. Approved.
  - d. Treasurer's Report, Treasurer Angela Beauchamp called for questions regarding emailed report.
  - e. Committee Reports
    - i. Rules and Elections; Amie Ortiz, Chair, Mark Reynolds, Vice Chair. Report sent via email.
    - ii. Ethics; Kristina Rucker, Chair, Jessica Stanton, Vice Chair. Report sent via email.
    - iii. Communications & Marketing; Mark Reynolds, Cindi Meche, Co-Chairs. Report sent via email.
    - iv. Diversity, Equity, and Inclusion; Grace Faustino, Cindy Mason, Co-Chairs. Report sent via email.
    - v. Government Relations; Texanna Martin, Mary Clark, Co-Chairs. No report.
    - vi. HSCS Committee; Christine Heinemeyer and Sierra Donovan-Cushing, Co-Chairs. Report sent via email.

- vii. IT Committee; Azura Tallant, Sean Fisher, Co-Chairs. Report sent via email.
- viii. Rewards and Recognition; Joe Lane, Dave Thomas, Co-Chairs. Report sent via email.
- ix. Staff Success; Brian Vineyard, John Rodriguez, Co-Chairs. Report sent via email.

**VII. Unfinished Business**

- a. Bylaw amendment: Councilor A. Ortiz moves to adopt the virtual meeting Bylaw amendment that was sent out via email. Motion passes.
- b. Standing Rule on funding requests: Councilor Lane moves to adopt the funding and event procedures as standing rules: Requests for funds, of no greater than \$3000, may be made to the Executive Committee, who may approve such requests if action must be taken prior to the next meeting of the Staff Council. If the Executive Committee denies all or part of a request, the Staff Council may choose to fund any part of the denied portion. Motion passes after discussion.
- c. Staff Affinity Groups: Councilor Beauchamp moves that the Council adopt the Staff Affinity groups as described in the emailed proposal. Discussion.  
Councilor Beauchene-Lawson moved to refer the Staff Affinity Groups proposal to a committee who will make recommendations on its details. Motion passes.  
Appointment of Lisa Beauchene-Lawson to this adhoc committee as point person. Motion passes.

**VIII. New Business**

- a. Project/Event & Funding Request: Staff Appreciation via Lobo Cash  
Councilor Lane moves on behalf of the R&R committee to adopt the staff appreciation via Lobocash request. Discussion. Motion passes.

**IX. Information Items**

- a. Councilor Comments:
  - i. Councilor Vineyard asked Councilors to include Happy Tails drive in any correspondence to constituents.
  - ii. Councilor Faustino promoted the recognition of Native American month, and the SC DEI online event with Dr. Loyd Lee on November 24<sup>th</sup>.  
Details for both can be found in today's SC News.

**X. Meeting adjourned at 2:43 p.m.**

**Minutes submitted by Amy Hawkins, Staff Council Administrator.**

**Meeting minutes can be found online at: <http://staffcouncil.unm.edu/business-meetings/index.html>**

## President's Report November 17, 2020

### Appointments

- Faculty Staff Benefits Committee – Grace Faustino

### **Presidential/ Executive Committee Projects**

### International Staff

1. Listserv for international employees – Office of the Vice President of Equity and Inclusion is pursuing listserv for staff (no promise; they are looking into it); Office of the Provost is pursuing a separate listserv for faculty.
2. Tuition remission is still being explored by FSBC.

### Branch Campus

Scott and I met with several staff from Valencia. They have a team of 5 elected staff who pursue a number of initiatives. They raise money all year with snack carts for grants to staff for professional development purposes; and they focus strongly on campus climate. They had one ask – which I'd also heard from staff on our own campus -- for additional vacation days before the Winter Holiday break. University administrators regretfully did not grant extra vacation days.

### Divesting from Fossil Fuels

UNM Coalition on Climate continues to work toward divestment, as are over 1,000 other colleges and Universities. As mentioned last time, the Coalition requested to be on the agenda of the Regent's December Finance & Facilities Committee and we are waiting to hear. I did include this general theme in my remarks to the Regents last month.

The general idea has support from UNM Administrators, including President Stokes and Executive VP Teresa Costantinitis. President Stokes attended the University Climate Change Coalition (UC3) conference last week which she seems to have found inspiring. UNM is a member organization of this group of North American research universities committed to: teaching around climate change; collaboration with one another; local cross-sector partnerships within the school and its surrounding community; research around climate solutions; and university leadership. Many of these ideas are mentioned in the Climate Change Resolution we passed last year. I cannot now represent Staff Council or staff on this issue; but I can and do refer to the Resolution.

### UNM Budget

One concern coming to light is the need for the community to be educated about budget affairs – what percent of our budget --- I think Staff Council could have a role to play in this. If you have any expertise in this or are interested in that endeavor, please email me RIGHT NOW before you forget. Maybe we can put together a fact sheet for staff; or a tutorial of some kind.

Overall, the UNM budget is \$3.2 billion, 89% of which is HSC. The Budget Leadership Team covers Main's budget of about \$355m and \$1-\$2m branch campuses. This month BLT discussed the distinctions in discretionary funding (most of which have a specific reserved purpose) and the fact that with current practices we would use all reserves by 2023. Of course we won't let that happen, thinking a lot around concept of 'cross-subsidizing.' The group also spoke a great deal about simplifying student fees and department differentials, at least so a student or parent can understand one's bill. Also reconsidering which fees apply at the student level and which at the credit-hours level.

Progress for the Capital Project Leadership Team has been sluggish with several meetings having been canceled. This is relatively recent way of dealing with capital projects. Basically 5 useful categories: projects that have funding secured; well-researched projects with known budgets; future needs/wish list; facilities assessment and repair (deferred maintenance); and projects for less than \$300K.

### Shared Governance

Because of the high level of familiarity one needs to be able to participate meaningfully especially on matters of budget, I am now inviting Scott to all BLT and CPLT meetings. I've read a little about shared governance models, kind of superficially – nearly all of it is written from faculty perspective only. That said I think UNM does a pretty good job with faculty and staff based on the best practices that I read. President did encourage us to commit to the 3-year President-Elect/President/Past-President model, which we generally have had a hard time maintaining -- but I think she is right.

Another aspect of shared governance has to do with hiring committees. Last year we did not have a Staff Council representative for the EVP HSC search. I shared with the President that I think it is important to have a staff representative that has a broader perspective and is used to thinking about staff issues beyond his or her own needs, like a staff councilor. She seemed amenable.

### October Regent Meeting

Items I shared with Regents last month: SC new practice of reading of the Land Acknowledgement; the passing of the Anti-Racism Resolution, Spanish Language, and Parking Resolutions; the submission of questions around policing and the subsequent town hall; the Spanish language ballots and instructions for our last election; the Outstanding Supervisor Award event; and Staff as Students registration weeks. I also mentioned our work for international staff; and I thanked HR for their efforts around extending the probationary period, childcare options, and various options for paid and unpaid leave.

### Odds and Ends

- Discussed w VP HR Possibility of supervisor training around CoVID. As we have been learning in the many Learn at Lunches we have put, there are many different things staff here and everywhere experiencing. Many resources have been provided for employees but nothing around supervision that I know of. I am not sure if we are still planning on a Professional Development Day – I did not see that in the committee reports this month – but if so that would be a good vehicle. Also for ‘UNM Fiscal 101.’
- Pres’ Executive Cmte concerns: increased hospitalizations; learners back in the hospital; COVID on campus (quite low in comparison to community; but now tightening of restrictions since new Governor’s orders); WIFI for K-12 Education on campus; online Doxing/Trolling/sexual harassment on the rise.
- Three Staff Councilors participating in the LEAN training offered by the Policy Office.



## ROSTER

November 2020

1. \_\_\_ Andersen, Anastasia G10
  2. \_\_\_ Bauman, Sandra G13
  3. \_\_\_ Beauchamp, Angela P4
  4. \_\_\_ Beauchene-Lawson, Lisa P5
  5. \_\_\_ Beck, Bradford G11
  6. \_\_\_ Begay, Chelsey G7
  7. \_\_\_ Benitez, Jennifer P1
  8. \_\_\_ Bodor, Garon G12
  9. \_\_\_ Bustamante, Armando G12
  10. \_\_\_ Catena, Angela P7
  11. \_\_\_ Collins, Autumn G14
  12. \_\_\_ Davis, Ed G8
  13. \_\_\_ DiMercurio, Amanda G3-6
  14. \_\_\_ Donovan Cushing, Sierra G11
  15. \_\_\_ Eakman, Tyson P16
  16. \_\_\_ Engle, Harriet P12
  17. \_\_\_ Fallad-Mendoza, Dayra G12
  18. \_\_\_ Faustino, Grace P6
  19. \_\_\_ Faust-Shucker, Nathanael, G11
  20. \_\_\_ Fischer, Mark P27
  21. \_\_\_ Gallegos, Gilbert G13
  22. \_\_\_ Heinemeyer, Christine P23
  23. \_\_\_ Higgins, Kelsey P19
  24. \_\_\_ Hitz, Keith P11
  25. \_\_\_ Jacintha, Mary G16-20
  26. \_\_\_ Kavka, Jennifer G14
  27. \_\_\_ Krake Dalton, Maren P21
  28. \_\_\_ Lane, Joseph P3
  29. \_\_\_ Lopez, Karen P28
  30. \_\_\_ Maes, Daniel G9
  31. \_\_\_ Martin, Texanna G12
  32. \_\_\_ Mason, Cindy G11
  33. \_\_\_ McCabe-Kelly, Bryn P2
  34. \_\_\_ Murillo, Stephen P13
  35. \_\_\_ Nguyen, Teya P26
  36. \_\_\_ Ortiz, Amie P9
  37. \_\_\_ Ortiz, Ignacio G15
  38. \_\_\_ Perez-Chavez, Cynthia P10
  39. \_\_\_ Quinn, Jason P30
  40. \_\_\_ Reynolds, Mark G16-20
  41. \_\_\_ Roberts, Joni P24
  42. \_\_\_ Robinson, Tony P8
  43. \_\_\_ Rodriquez, John G15
  44. \_\_\_ Rodriquez, Jose G10
  45. \_\_\_ Rucker, Kristina G7
  46. \_\_\_ Sakiestewa, Carla G13
  47. \_\_\_ Salazar, Athena G8
  48. \_\_\_ Sanchez, Scott P25
  49. \_\_\_ Serna, Jessica G10
  50. \_\_\_ Shane, Nancy P22
  51. \_\_\_ Shaski, John P18
  52. \_\_\_ Stanton, Jessica P20
  53. \_\_\_ Tallant, Azura G9
  54. \_\_\_ Urias-Sandoval, Gina G14
  55. \_\_\_ Vineyard, Brian P14
  56. \_\_\_ Wenzl, Tracy G13
  57. \_\_\_ Wood, Winton P29
  58. \_\_\_ Vacant G3-6
  59. \_\_\_ Vacant P15
  60. \_\_\_ Vacant P17
- \_\_\_ Hathaway, Adam : Professional Registered  
Parliamentarian (PRP)



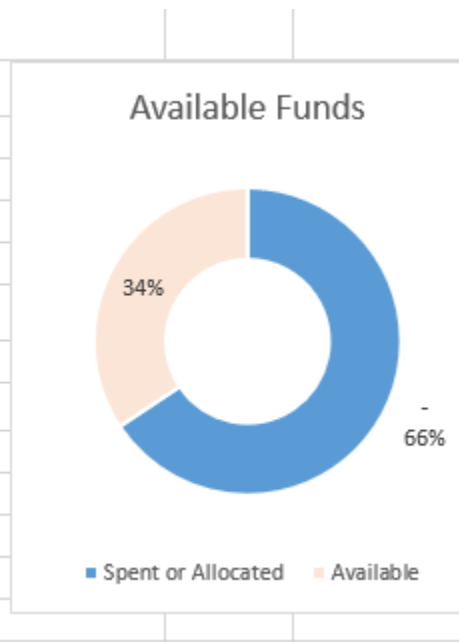
## Treasurer’s Report – October 2020

The four Staff Council indexes include:

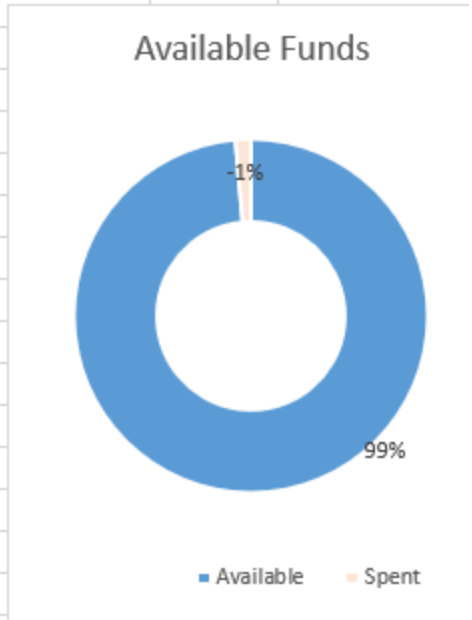
- Staff Appreciation/Events – major funding for events. \$2583.00 is deposited monthly into this account.
  - \$37,899.97 available balance 10/31/2020
- Operating – administrative funds for SC office expenses, salaries, meeting space rentals, event and award support
  - \$9,830.79 available balance 10/31/2020
- Supervisor’s Award – expenses related to Supervisor’s Awards only
  - \$2,052.04 available balance 10/31/2020
- Gerald W. May Staff Recognition – expenses related to Gerald W. May Awards only
  - \$13,722.79 available balance 10/31/2020

Please see details below for each index.

SC Operating Index		FY21 YTD
<b>Revenue</b>		
	FY21 allocation after payroll	\$24,751.10
	FY20 Reserves	\$2,393.10
		\$27,144.20
<b>Budgeted</b>		<b>Expenses YTD</b>
\$ (5,000.00)	SC President Stipend	\$ (5,000.00)
\$ (10,000.00)	Transfer to Gerald May index	\$ (10,000.00)
\$ (2,000.00)	Transfer to ISS IT	\$ (2,000.00)
\$ (7,751.00)	SC Administrative Costs	\$ (1,807.02)
<b>\$ (24,751.00)</b>	<b>Total</b>	<b>\$ (18,807.02)</b>
	<b>Available Balance on 10/31/2020</b>	<b>\$9,830.79</b>



Staff Appreciation/Events		FY21 YTD
<b>Revenue</b>		
	FY20 Reserves	\$28,099.89
	FY21 allocation	\$31,000.00
	<b>Revenue Total</b>	<b>\$59,099.89</b>
<b>Budgeted</b>	<b>Expenses</b>	
\$ (6,000.00)	Business Food	
\$ (35,000.00)	Food	
\$ (1,500.00)	Supplies	
\$ (1,929.00)	Promotional Items	\$ (528.00)
\$ (10,000.00)	Event fees	
\$ (3,000.00)	Rental fees	
\$ (1,000.00)	Other professional services	
\$ (300.00)	Banner tax	(5.28)
\$ (125.00)	Foundation surcharge	(2.64)
\$ (52,854.00)	<b>Expenses Total</b>	<b>-\$535.92</b>
	Received	\$10,336.00
	Funding requests-	
	Spent	\$ (535.92)
	<b>Available Balance on 10/31/2020</b>	<b>\$37,899.97</b>



<b>Supervisor's Award</b>		<b>FY21 YTD</b>
	<b>Revenue</b>	
	FY21 allocation	\$4,000.00
	FY20 Reserves	\$41.71
		\$4,041.71
<b>Budgeted</b>		<b>Expenses YTD</b>
	Salary (Award)	\$ (1,000.00)
	FICA	\$ (71.96)
	Unemployment Compensation	\$ (0.90)
	Workers Compensation	\$ (0.70)
\$ (700.00)	Food	
\$ (350.00)	Supplies (Awards)	\$ (897.29)
\$ (275.00)	Promotional Items	
\$ (267.00)	Rental Fees	
\$ (70.00)	Copying	
\$ (2,340.00)	Other Operating Costs	
\$ (16.00)	Banner tax	\$ (8.97)
\$ (23.00)	Foundation surcharge	\$ (9.85)
<b>\$ (4,041.00)</b>	<b>Total</b>	<b>\$ (1,989.67)</b>
	<b>Available Balance on 10/31/2020</b>	<b>\$2,052.04</b>



<b>Gerald W. May Staff</b>		<b>FY21 YTD</b>
<b>Recognition Awards</b>		
	<b>Revenue</b>	
	FY21 allocation	\$10,000.00
	Transfer	\$336.33
	FY20 Reserves	\$ 3,386.46
		\$13,722.79
		<b>Expenses YTD</b>
<b>Budgeted</b>	Monetary Awards	
\$ (8,000.00)	FICA	
\$ (740.00)	Unemployment Compensation	
\$ (7.00)	Workers Compensation	
\$ (25.00)	Business Food	
\$ (1,500.00)	Printing	
\$ (100.00)	Supply Costs	
\$ (1,000.00)	Other Supply Costs	
\$ (429.00)	Promotional	
\$ (1,090.00)	Rental fees	
\$ (500.00)	Contingency	
\$ 5.00	Total	\$ -
<b>\$ (13,386.00)</b>	<b>Available Balance on 10/31/2020</b>	<b>\$13,722.79</b>

Submitted by Angela Beauchamp 11/17/2020

## Staff Council Bylaws Amendment

### Article V: Committees, Section 1. General

- A. The President appoints, with Staff Council approval, representatives to University-wide standing committee, joint faculty-staff committees, and other University committees, whether permanent or ad hoc in nature, whose membership includes both staff and non- staff membership. Unless otherwise provided in the charters of such committees, staff member terms shall be for one year. In no case shall staff representatives serve more than one two-year term without being reconsidered by the Staff Council.
- B. In consultation with the committee, and with Staff Council approval, the Speaker appoints the chairs and members of Staff Council committees. Chairs and members will serve a one-year term but may serve successive terms.
- C. It is the responsibility of the chairperson to track membership on the committee and to report to the Speaker and the Staff Council Administrator when members have quit the committee. Non-attendance of a committee member at three consecutive meetings will be treated as a voluntary resignation.
- D. Resignations from committees should be submitted by the chairperson to the President or the Speaker and the Staff Council Administrator, as appropriate, and the appointing authority shall report resignations or other vacancies to the Staff Council at the next regular meeting of the Council.
- E. Committee members appointed to fill vacancies will serve the remainder of the term to which they are appointed.
- F. Members of University committees and the chairpersons of Staff Council committees shall make monthly reports, first to the Executive Committee and then to the Staff Council. Such reports may be oral or written as directed by the Executive Committee or the Staff Council.
- G. Staff Council committees are authorized to meet virtually provided that such meetings are conducted through simultaneous oral communication.

### Article VI: Staff Council Meetings, Section 1. Open Meetings

- A. Staff Council meetings shall be open to the entire University community.
- B. The Staff Council is authorized to meet virtually provided that such meetings are conducted through simultaneous oral communication.

## **Proposal: Formation of UNM Staff Affinity Groups**

Staff affinity groups help build social and professional networks that promote inclusion, mentorship, and success for staff, and aid in recruitment and retention of individuals from underrepresented groups. They contribute to a positive and supportive campus climate and work environment, and connections across campus and with local communities. Examples of these kinds of groups exist at other universities and many large employers.

UNM staff affinity groups will feature voluntary membership, an informal structure, and be open to all staff, including branch campuses. They may work in concert with similar faculty affinity groups on campus, like the Black Faculty Alliance, Native American Faculty, and the Latinx Faculty Alliance. Individual hosts will be recruited to organize monthly Zoom meetings under current COVID19 conditions. The Staff Council email newsletter will be used to recruit members with an announcement at least once each calendar year, and groups will be listed on the Staff Council website with contact information of the host(s).

Suggested groups (subject to update according to interest level):

- Asian American Staff
- Black Staff
- Buddhist Staff
- Christian Staff
- International Staff
- Jewish Staff
- Latinx/Hispanic Staff
- LGBTQI Staff
- Middle Eastern Staff
- Muslim Staff
- Native American Staff
- Older Staff (60+)
- Staff with Disabilities
- Veteran Staff
- Women in Leadership
- Women in Technology
- Working Parents
- Young Staff (<30)

## Project / Event & Funding Request Form

**Date:**

<b>Part 1: Project/Event Information</b>	
Project/Event Name:	Project/Event Date & Time:
Project/Event Location:	Number of Volunteers Needed: Anticipated Number of Attendees:
Project/Event Description (Please describe in detail ):	Contact Name:  Staff Council Committee (if applicable):  Phone:  Email:
Are you requesting funding for this project/event?  If yes, complete the Funding section below.	Is this a recurring (annual) event?
Describe any assistance from the Staff Council Events Committee that this project/event will require.	Please explain how this project/event aligns with Staff Council goals.

<b>Part 2: Request for Funding</b>	
What is the total estimated cost of this project/event?	
How much are you requesting from the Staff Council?	
Will additional funding will be provided by other resources?	
Additional funding source name:	Amount:
If the request is in excess of \$500, would you like to present to the Executive Committee?	

