



REGULAR BUSINESS MEETING

June 18, 2024

Zoom

**Members Present:** Jess Anderson, Marcus Anderson, Jennifer Chamberlin Payne, Sierra Cushing, Sharina Desai, Grace Faustino, Mark Fischer, Marvin Gouch, Angela Marie Graham, Jennifer Kavka, Chelsea Kies, Regis Lacher, Joseph Lane, Jhoniq Lentsch, Madeline Lionbarger, Frankie McQuerry, Bonnie Minkus Holmes, Stephen Murillo, Ivan Olay, Gonzalo Olivas, Amie Ortiz, Zachary Peterson, Mary Phibbs, Carla Sakiestewa, Yadeeh Sawyer, Jessica Serna, Jake Smith, Damion Terrell, Sarah Treviso, Quinton Valencia, Winton Wood

**Members Excused:** Angela Beauchamp, Deena Duran, Ryan Edgington, Frankie Flores, Gilbert Gallegos, Bryn McCabe-Kelly, Michael McNeil, Andrea Quijada, Jason Quinn, Natalie Rowe, Kristina Rucker, John Shaski, Lisa Yuka

**Members Absent:** Michael Baca, Loraine Koleski, Tayli Lam, Amanda Ortiz, Amber Trujillo McClure, Robinson Worley

**Also Present:** Professional Registered Parliamentarian (PRP), Adam Hathaway; Renee Forsythe; Kelly Fiszpatrick; Todd Hale

- I. **Call to Order:** Speaker Ortiz called the meeting to order at 1:02 p.m.
- II. **Roll Call:** Speaker Ortiz called roll of members and quorum was established.
- III. **Approve Agenda:** With unanimous consent, the agenda was approved.
- IV. **Land Acknowledgement:** The Land Acknowledgement was read by Councilor Cushing
- V. **Approve Minutes:** With unanimous consent, the minutes from May 21, 2024, were approved.
- VI. **Guest Speakers**
  - I. Kelly Fitzpatrick, Program Manager, New Mexico Veterans Upward Bound Program: Fitzpatrick gave an introduction including of Todd Hale, Education Site Coordinator, and shared a presentation while giving an overview of the mission statement ["Our mission is to prepare eligible Veterans for success in post-secondary education through instruction, tutoring, advising, and support services giving Veterans the opportunity to create a new life path after their military service."] and services that the New Mexico Upward Bound program provides. General contact information:  
Toll free: 1-855-357-3725  
Local: 1-575-737-3725  
Email: [unmVUB@unm.edu](mailto:unmVUB@unm.edu)  
Website: [www.NMVetUB.com](http://www.NMVetUB.com)
  - II. Councilor Damion Terrell, Follow-up to IT Enhanced Security Deployment: Terrell shared that UNM IT went live with Infoblox website threat defense to block suspicious websites and for any errors received please reach out to IT Support desk.
- VII. **Reports:**
  - I. **President's Report:** President Olay congratulated newly elected counselors and is excited to see returning faces. Olay mentioned the upcoming Holidays - Juneteenth & Pride Month and highlighted items that he's been working on including meeting with HRVP Stevenson, updated compensation guidelines for graduate students, July retreat to set goals for Exec, the continued work by councilor Faustino on Capital Outlay Safety Lighting project, staff compensation, engaging with staff as councilors, staff appreciation events, and that he is setting up office hours to solicit feedback from staff and or councilors. Olay then encouraged open communication with events, ideas, or concerns, and thanked councilors for their dedication.

- II. Executive Committee Report: President-Elect Terrell shared that the Executive Committee has been working on new term goals, engaging Spanish speaking staff, grad student compensation, Staff Council branding (tshirt, nametags, etc) and headshots for website; following-up on CNM Tuition Remission which began last term; and current action items include working with various partners on staff food/housing insecurity, ABQ Ride Westside to UNM, and the before mentioned capital outlay Drone Project to enhance lighting safety.
- III. Speaker's Report: Speaker Ortiz reminded councilors that if someone would like a copy of Robert's Rules to contact Amy Hawkins; gave an introduction of committees for new councilors
  - A. Permanent Standing Committees (3): Executive, Ethics, Rules & Elections
  - B. Standing Committees (10): Com & Mark, DEI, Environmental Sustainability, Gov Rel, HSCS, Tech, Rewards & Recognition, Staff Success, Strategic Planning, and UNM Policy Review.
  - C. Ad-Hoc Committees – none currently but may be hearing [and voting] on one or more soon.

Ortiz continued with councilor appointments: With unanimous consent for each, the following were appointed: Rene Forsythe was appointed to Grade 10; and Marie Achuleta was appointed to G 8-9. Ortiz then updated the council on where some of the committees currently stand: Ethics – requires one additional member, asking for volunteers, Rules & Elections – two vacancies, being a counselor is not required, and Communications & Marketing – three members required, one vacancy.

- IV. Treasurer's Report - Treasurer Sakiestewa reported the Staff Appreciation and awards budgets were most likely going to be overspent and is now meeting monthly with Amy and ISS operations manager to advocate for increased budgets.

#### V. Committee Reports

- a. Ethics – no report
- b. Rules & Elections – email sent out to SC list serve regarding interesting in joining; proposal for developing code of ethics
- c. Communications & Marketing – recruiting for anyone interested in joining committee
- d. Diversity, Equity, and Inclusion – drafting a resolution for neurodiversity training and disability training; draft to change policy for bereavement leave to be more inclusive
- e. Environmental Sustainability – working with UNMPD regarding bike registration; one of the members has been replanting herbal medical planters on HCS but the results are being stolen – everything is done out of pocket, trying to find some funding
- f. Government Relations – sending a poll for when to hold meetings, looking for suggestions for postcard campaign
- g. HSCS (Health Sciences Center Staff) – looking to recruit for more representation
- h. Technology – analyzing data from technology survey
- i. Rewards and Recognition – scoring PAWS nominations, submitted debrief for Jim Davis and Staff Appreciation, that they are developing “dream big” budget for FY25 events, that they are using the survey with almost 600 responses to guide the events for what staff want. Then, on behalf of the Rewards and Recognition Committee, Councilor Sawyer moved to approve the budget request for the PAWS Award gift cards. Motion was approved with unanimous consent. Speaker Ortiz mentioned working on a dashboard for committees that has all current members and meeting times.
- j. Staff Success – needs and salaries are the biggest thing and they are working with Counselor Beauchamp on a resolution regarding staff compensation, Staff As Students event has been scheduled for 10/28, APS school supply drive kickoff 6/27 with boxes for donations at Zimmerman
- k. Strategic Planning – no members on committee
- l. UNM Policy Review – working on setting up first meetings
- m. FSBC – there is an opening for a HR Benefits Director, interviews are being scheduled.

- VIII. 10-Minute Tid Bit, PRP Adam Hathaway: PRP Hathaway commended councilors for stepping up and having the courage and commitment to the U with a great attitude of this council. He then provided highlights of SC Orientation for those unable to attend, and a refresher for those that could: read the SC Constitution and Bylaws; ask for your

free copy of Robert's Rules; and commented on why he is passionate about being a parliamentarian, because he is passionate about equal access to the rules because it's equal access to the process, which is equal access to democracy and when he advises it always comes from a place of respect and protection of rights. Hathaway then gave specific examples of how reading the constitution and bylaws help with the understanding of things like having quorum for committee meetings, meeting reports should include any motions at the end of the report, and how questions are always to go through the chair of the meeting.

**IX. Councilor Comments & Announcements**

- Request made to Treasurer Sakiestewa for visualization of where money is coming from for budgets
- Requesting readers for Land Acknowledgement, Treasurer Sakiestewa will send out a form
- Requested clarification regarding hybrid meetings and identification of speakers; please send request to [scouncil@unm.edu](mailto:scouncil@unm.edu)
- Reminder that pronouns will be listed if requested on Staff Council website, is not required but can be included
- Question regarding when hybrid meetings will be held – answered by Speaker Ortiz as quarterly
- Question regarding parking validation codes – answer to be provided at later date

**X. Meeting adjourned at 3:00 p.m. [Minutes](#) submitted by Amy Hawkins, Staff Council Administrator.**