

Staff Council Standing Committee Minutes



Committee Name: Communications Committee – 125 event Celebration

Meeting Date and Place: 5-13-2014, Faculty/Staff Club

Members and Guests Present: Pam Castaldi, Marcos Abeyta, William Richards, Natalie Willoughby, Marjorie Ellen Crow, Lisa Walden, Kimberly Waseta, Bernadette Peck, Patricia O’Conner

Guests:
Absent: Marie Ann McGhee

Minutes submitted by: Mark Reynolds

	Subject	Notes	Follow-Up
1	125 Year Celebration (125 ways to make a difference)	<ol style="list-style-type: none"> Group photo –staff show up 9:30 am, pictures at 9:45 am 	<ol style="list-style-type: none"> July 10th 9:30-10:30 am is the date chosen. Pam will work on the marketing piece to roll up to Kathy for all UNM Staff to attend, wear Lobo Red Marketing to : The SUB video system, UNM Calendar, E-news 2 weeks NOTE: if we used the UNM Mailing services this is \$125.00 for every department (Kathy funds available?) June 20th Flyer completed to Kathy, Pam to send to the committee for review pre the 20th Lisa to look into getting the Lobo “wolf” or Lobo Louie at the event

	2. Retiree suggestions (Bill, Bernadette)	1. At the Retiree annual event video snippets, provide to Mark on USB stick, provide link to Pam to load to the SC Web site
2	Communication meetings	
	<p>1. E-News – how to spruce up the email</p> <p>2. Youtube channel for Staff Council</p> <p>3. New member (Welcome)</p> <p>4. 125 Group picture at the next June meeting</p> <p>5. Rotate the Communications Chair</p> <p>6. Volunteers for SC Zoo event on July 24th 6:30 pm – 9:30 pm</p> <p>7. Next meeting start the discussion on revamping the SC handbook</p>	<p>1. Looking at the examples sent from HSC, probably mail chimp. Natalie, Patricia, Pam to coordinate reviewing this service and provide suggestions – pricing, format, free for the 125 uplift</p> <p>2. Patricia to look at pricing models</p> <p>2. Mark Established a Google and YouTube account to provide to Kathy</p> <p>3. Patricia O'Connor</p> <p>4. Wear any color you want</p> <p>5. Mark asked for volunteer to take over post June, July – send to Mark</p> <p>6. Let Mark know if you are interested</p> <p>7. Mark will send out SC Handbook to everyone</p>
6	Next meeting	June 11th, 2014
		Faculty Club

Communications Committee Roster, 2014-15

Name	Department	Phone	email
Marjorie Crow	Art & Art Hist.	7-5861	mcrow@unm.edu
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