

Staff Council Standing Committee Minutes

Committee Name: Executive

Meeting Date and Place: 10/30/13, Faculty Staff Club

Members Present: Renee Delgado-Riley, Gene Henley, Karen Mann and Mark Reynolds

Members Excused: Carol Bernhard, Mary Clark, Traci Jastrzemski, Chelsea Beth Walker and Tracy Wenzl

Minutes submitted by: Kathy Meadows



	Subject	Notes	Follow-Up
1	Approve Agenda	No Quorum (Quorum was actually met but action items were not approved.)	
2	Approve Minutes	No Quorum	
3	President's Report	<p>Henley met with Magdalena Vigil, Director of Employee Relations and discussed three items: 1) Catastrophic Leave and HR's role in the program, bullying and the June 2013 deductions for non-exempt employees. Henley recommended that VP Jewel Washington, be invited to speak at the January 2014 Staff Council meeting. Henley stated that VP Washington accepted his request to appoint three staff (one from each campus location) to the HR Rewards and Recognition Committee. Henley will determine the appointees by the end of the week. The United Way Committee asked for one Staff Council representative to serve on the Committee. Faculty Senate President Holder and Henley met with the staff Ombudsperson to discuss an on-line venue for faculty and staff to submit questions about retiree health benefit changes.</p>	Meadows will seek a volunteer from among the Councilors.
4	President Elect's Report	No report.	
5	Speaker's Report	No report.	
6	Communication & Marketing Presentation	Postponed.	
7	Campus Environment Committee Update	Committee Co-Chair, Linda McCormick requested that Henley write a memo to Walt Miller requesting that change collection containers be allowed in the SUB again.	Henley will follow up with Miller via email.
8	Presbyterian Health Plan Change	Meadows distributed a copy of an article that appeared in the Albuquerque Journal on 10/26/13.	

Presented 10/25/2013
by Pam Castaldi
Communications & Marketing
Committee

Staff Council Website

A Proposal for a Redesign



UNM

UNM Staff Council

[Human Resources](#)[Big Red](#)[CARS](#)[Dispute Resolution](#)[Government Relations](#)[About Us](#)[Committees](#)[Meetings](#)[Minutes](#)[Contact Us](#)[About Staff Council](#)[Staff Council Constitution](#) [Staff Council Bylaws](#) [Monthly Business Meeting Video](#)[Staff Councilor Handbook](#) [Staff Council Membership Roster](#) [Staff Council Executive Committee](#)[How do I find my Precinct?](#)[Campus Resources for UNM Students and Staff](#)[Accessible Campus Map](#) [Faculty Senate](#)[GPSA](#)[ASUNM](#)[Board of Regents](#)[Office of the President](#)

Staff Council - voice of staff at UNM since 1990

The Staff Council provides a forum for non-faculty staff to address issues of staff concern and to make those issues known to the University. The staff is a full partner with other University employees and students in providing input into the decision making process (governance) of the University. The council is made up of elected officials representing both job grades and precincts (organization codes/campus location). Staff Councilors are elected for two- year terms, and Staff Council governance is made up of a president, president-elect, speaker, treasurer, and four at-large members (two grade representatives and two precinct representatives) that make up the Staff Council Executive Committee.

News and Views

[President Henley's Remarks to the Board of Regents, 9/10/13](#) [Doggie Dash & Dawdle Registration Instructions](#) [PAWS Award Nomination Form](#) [PAWS Award Recipients](#)

What's New with Staff Council



Who Is Our Audience?

- Primary: UNM Staff
- Secondary: UNM Administration, faculty, students, and other representative campus organizations



Purpose of SC website is to:

- Communicate news, events and activities relevant to staff, including Staff Council members
- Provide transparency of SC structure and processes
- Encourage staff involvement in SC
- Emphasize critical contribution of staff
 - Primary and secondary audiences

How Well Do We Succeed?

Communication:

- Lots of info – too much?
- Need to simplify navigation
- Need to personalize – talk about individual staff & SC councilors
- Where is newsletter?

The screenshot shows the UNM Staff Council website. The header includes the UNM logo and the text "UNM Staff Council". Below the header is a navigation bar with links: Human Resources, Big Red, CARS, Dispute Resolution, and Government Relations. A second navigation bar contains: About Us, Committees, Meetings, Minutes, and Contact Us. The main content area features a large image of white flowers. Below the image is a section titled "Staff Council - voice of staff at UNM since 1990" with a paragraph of text. To the left of this text is a list of links: "About Staff Council", "Staff Council Constitution", "Staff Council Bylaws", "Monthly Business Meeting Video", "Staff Council Handbook", "Staff Council Membership Roster", "Staff Council Executive Committee", "How do I find my Precinct?", "Campus Resources for UNM Students and Staff", "Accessible Campus Map", "Faculty Senate", "GPSA", "ASUNM", "Board of Regents", and "Office of the President". A yellow circle highlights the "Staff Council Constitution" and "Staff Council Bylaws" links. A yellow arrow points from the "Staff Council - voice of staff at UNM since 1990" text to the "Staff Council Constitution" link. Another yellow arrow points from the "Staff Council - voice of staff at UNM since 1990" text to the "Dispute Resolution" link in the top navigation bar. A green text overlay on the right side of the page reads: "Too many choices - Too many links to external sites".

How Well Do We Succeed?

Transparency:



- Videos of SC meetings are readily available for public viewing
- Easy to find SC rules and roster



How Well Do We Succeed?

Encourage staff involvement in SC:

- Good explanation of committees, access to minutes
- Need more photos to draw people in
- Need more info about accomplishments
- Links to social media need to be emphasized

Old and Proposed New


THE UNIVERSITY of NEW MEXICO

Search

UNM A-Z Directory FastInfo myUNM

UNM | UNM Staff Council

Human Resources | Elig Red | CARS | Dispute Resolution | Government Relations



About Us | Committees | Meetings | Minutes | Contact Us

[About Staff Council](#)

[Staff Council Constitution](#)

[Staff Council Bylaws](#)

[Monthly Business Meeting Video](#)

[Staff Council Handbook](#)

[Staff Council Membership Roster](#)

[Staff Council Executive Committee](#)

[How do I find my Precinct?](#)

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[Faculty Senate](#)

[GPSA](#)

[ASUNM](#)

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UNM | UNM Staff Council



UNM Government | UNM Resources for Employees | Getting Around UNM & ABQ

UNM » Staff Council Home

Staff Council: The Voice of Staff

The Staff Council provides a forum for non-faculty staff to address issues of staff concern and to make those issues known to the University.

Staff Council News

For the Week of July 8, 2013

July PAWS Award Recipient
The Staff Council Rewards & Recognition Committee is pleased to announce that the recipient of the PAWS Award for the month of March, 2013 is Jane Doe! [More...](#)

Post-Retirement Benefit Changes
UNM will be implementing Post-Retirement Benefit Changes. The Staff Council strongly urges staff to attend an information session. [More...](#)

Feedback on UNM Policies Needed
Revisions to some existing policies and a proposed new policy are now available for a 30-day campus review and comment period. Your comments can make a difference so please take the time to read. [More...](#)

Volunteers Needed for Commencement

Quick Links


[SC Calendar of Events](#)

[SC Meeting Videos](#)

[Featured Staff Videos](#)

PAWS Award
The Staff Council is accepting nominations for the PAWS Award for the month of August and the deadline is Friday, 7/26/13.

Featured Staff A Love of Art



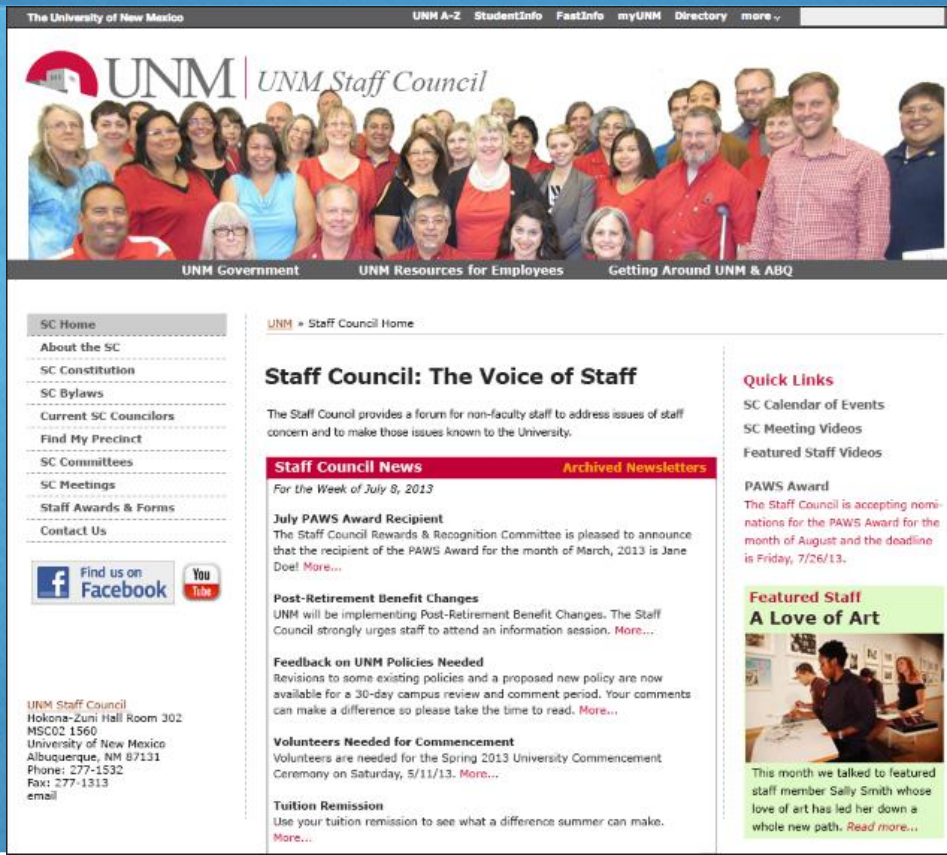
UNM Staff Council
Hokona-Zuni Hall Room 302
MSC02 1560
University of New Mexico

Find us on Facebook

YouTube

Main Changes

- Conforms to UNM website standard
- Can easily find your councilor
- Facebook link bigger and on every page
- Easy access to PAWS info



The screenshot shows the UNM Staff Council website. At the top, there is a navigation bar with links for 'UNM A-Z', 'StudentInfo', 'FastInfo', 'myUNM', 'Directory', and 'more...'. Below this is a large group photo of staff members. Underneath the photo are three main navigation links: 'UNM Government', 'UNM Resources for Employees', and 'Getting Around UNM & ABQ'. The main content area is divided into several sections:

- SC Home**: A sidebar menu with links for 'About the SC', 'SC Constitution', 'SC Bylaws', 'Current SC Councilors', 'Find My Precinct', 'SC Committees', 'SC Meetings', 'Staff Awards & Forms', and 'Contact Us'. Below this menu are social media icons for Facebook and YouTube.
- UNM Staff Council Home**: The main heading for the page.
- Staff Council: The Voice of Staff**: A section with a sub-heading and a paragraph explaining the council's role. It includes a 'Quick Links' section with links to 'SC Calendar of Events', 'SC Meeting Videos', and 'Featured Staff Videos'.
- Staff Council News**: A section with a sub-heading and a paragraph about the 'July PAWS Award Recipient'. It also includes a 'Post-Retirement Benefit Changes' section and a 'Feedback on UNM Policies Needed' section.
- Featured Staff**: A section titled 'A Love of Art' with a photo of a staff member and a paragraph about her.

At the bottom left, there is contact information for the UNM Staff Council: Hokona-Zuni Hall Room 302, MSC02 1560, University of New Mexico, Albuquerque, NM 87131, Phone: 277-1532, Fax: 277-1313, email.

- Stories and video about staff
- Newsletter on home page
- Newsletter archive
- External sites located at top nav only

Subtle changes



The University of New Mexico UNM A-Z StudentInfo FastInfo myUNM Directory more

UNM UNM Staff Council

UNM Government UNM Resources for Employees Getting Around UNM & ABQ

SC Home

About the SC

- What SC Does
- How SC Is Set Up
- History & Accomplishments

SC Constitution

SC Bylaws

Current SC Council

Find My Precinct

SC Committees

SC Meetings

Staff Awards & Recognition

Contact Us

UNM About Staff Council History & Accomplishments

History & Accomplishments

History of the Staff Council

1996 Dispute Resolution Center founded; Council requests that the administration equalize the number of hours of annual leave given to exempt and non-exempt employees; calls for UNM administration to assemble a team of experts to assist staff members being laid off by the University.

to be the voice and advocate for the Staff Council. In the wake of charges that there were no representatives of University policies. Priorities of a UNM Staff Council. The representative body that served the staff. Because of that report, the Staff Council was formed to draft rules for a Staff Council and membership rules for the Staff Council. The Staff Council was inaugurated as sixty-six at Staff Council meeting.

What the Staff Council Has Accomplished
Click on a date to see what SC accomplished that year.

1991 1992 1993 1994 1995 1996 1997 1998
1999 2000 2001 2002 2003 2004 2005 2006
2007 2008 2009 2010 2011 2012 2013

Printable version of all years

Quick Links

- SC Calendar of Events
- SC Meeting Videos
- Featured Staff Videos



UNM President Gerald May

UNM Staff Council
Hokona-Zuni Hall Room 302
MSC02 1560
University of New Mexico
Albuquerque, NM 87131
Phone: 277-1532
Fax: 277-1313
email

- Same navigation on every page
- SC accomplishments easily accessed



Development Model

- Contractor provides website updates and maintenance
- Kathy can concentrate on content



Questions?



UNM | STAFF COUNCIL

The Voice of Staff


[UNM Government](#)
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[UNM](#) » [Staff Council Home](#)

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Staff Council News

[Archived Newsletters](#)

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Volunteers Needed for Commencement

Volunteers are needed for the Spring 2013 University Commencement Ceremony on Saturday, 5/11/13. [More...](#)

Tuition Remission

Use your tuition remission to see what a difference summer can make. [More...](#)

Featured Event

The UNM Alumni Association will present "Behind the Ball at Spring Train-

Quick Links

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PAWS Award

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Featured Staff A Love of Art



This month we talked to featured staff member Sally Smith whose love of art has led her down a whole new path. [Read more...](#)