

# Staff Council Standing Committee Minutes

**Committee Name:** Executive

**Meeting Date and Place:** 9/10/14, Faculty Staff Club

**Members Present:** Joaquin Baca, Mary Clark, Renee Delgado-Riley, Jarrett Hines-Kay, Cindy Mason and Gina Urias-Sandoval

**Members Excused:** Crystal Davis, Danielle Gilliam and Gene Henley

**Minutes submitted by:** Kathy Meadows



	Subject	Notes	Follow-Up
1	Approve Agenda	Approved.	
2	Approve Minutes	Minutes from 9/3/14 approved.	
3	Administrative Officer's Report	<p>Meadows gave a brief update of the timeline for the Staff Council website redesign. The go-live target date is 11/10/14.</p> <p>On behalf of the Communications &amp; Marketing Committee, Meadows presented the Social Media Proposal and draft Social Media Survey. Mason moved to postpone these two items. This was approved by the Committee.</p> <p>On behalf of the Rewards &amp; Recognition Committee, Meadows presented the 2014 Gerald May Award Nomination form. After a brief discussion, the Executive Committee agreed to move forward with the nomination form, including minor language revisions and extending the nomination deadline one extra week. In addition, the Committee would like the Rewards &amp; Recognition Committee to review the entire award program for next year to ensure more inclusion in the process.</p>	Meadows will work with the Rewards & Recognition Committee in distributing the nomination form and informing them of the charge for next year.
4	President's Report	<p>Delgado-Riley has established a Staff Council contact with UNM Gallup, UNM Taos and UNM Valencia and invited them to provide feedback and attend Staff Council business meetings. There was also agreement among the Committee members to investigate the possibility of revising the Staff Council Bylaws to include brand campus representation.</p> <p>Delgado-Riley stated that the Policy Office sent out five policies for review before they go out to campus for the 30-day review and comment period.</p> <p>Delgado-Riley asked for feedback by 9/17/14 on what a Supervisor's Award would look like and how it could be funded.</p> <p>Delgado-Riley spoke to the UNM Policy office about adding "community engagement" in the paid time policy. Pamina is in the process of writing a draft policy, helping HR interpret the FLSA policy with regard to taking time off for community engagement and researching how to track these paid time hours. The Committee agreed that there will be a need for supervisor training for this new policy.</p>	
5	President Elect's Report	No report.	
6	Speaker's Report	Clark will conduct an attendance audit of the Council and the committees. She will also ask Committee Chairs to submit a written document outlining their goals.	

7	<b>Treasurer's Report</b>	Mason reviewed the 2014 SAM Debrief Meeting Minutes. These minutes will be distributed to Councilors.	
---	---------------------------	---	--