



# Staff Council Standing Committee Minutes

**Committee Name:** Executive

**Meeting Date and Place:** March 31 2021

**Members Present:** Nancy Shane, Tracy Wenzl, Armando Bustamante, Brian Vineyard, Angie Beauchamp, Grace Faustino, Amy Hawkins

**Members Excused:** Scott Sanchez, Texanna Martin

**Members Absent:**

**Guests Present:**

**Minutes submitted by:** Amy Hawkins

	Subject	Notes	Follow-Up
1	Approve Agenda	11:06	
2	Approve Minutes (from 3/24/21)	Approved with amendment.	
3	Administrative Report	<ul style="list-style-type: none"> <li>a. Election review &amp; Q&amp;A: Discussion re: staff receiving ballots for a grade they recently moved out of. The process works. No one received the wrong ballot. Detailed info about the process included in an 3/24 email. Discussion re: candidate statements: 7 candidates chose to send listserv statements, all were sent out within an hour of receiving them. No issues of distribution.</li> <li>b. Email issue last week with President Stokes's Spring event. Amy worked with IT to discover the issue and get the email out the next day. Had to do with a file from President's office being too big and Amy not receiving an error message. Glad Councilor Rodriguez reached out. IT will ensure an error message goes out in the future.</li> <li>c. Draft April Meeting Agenda. Approved with changes.</li> <li>d. MOU between UNM &amp; Staff Council needs updating</li> </ul>	<ul style="list-style-type: none"> <li>b. Grace will follow up with Amy re: White listing emails to prevent from going to junk.</li> <li>d. Nancy via Theresa will follow up with who it should go through; Amy to draft new MOU.</li> </ul>
4	Roundtable	<ul style="list-style-type: none"> <li>a. Grace: Staff Council Strategic Plan Dashboard: Discussion re: how and if objectives get closed out or are they on a continual basis; bringing this to Committee Chairs to gather committee's data in one place.</li> </ul>	
5	President's Report	<ul style="list-style-type: none"> <li>a. Exit interviews; parking advisory; travel restrictions in place until May 15; commencement is still up in the air; HR guidance in the works; Remote learning and returning to work guidance; most likely no in-person camps for kids until July; Updates on BLT – voted on budget which was approved; AVP Admin &amp; Finance; Policy Office; Executive Cabinet. Regent's meetings are starting up.</li> </ul>	
6	Speaker's Report	<ul style="list-style-type: none"> <li>a. Upcoming Committee Chairs Meeting on the 8<sup>th</sup>: Committee successes and planning for the future is the focus.</li> <li>c. Tracy will follow up with committee's re: minutes for website; and attendance in committee minutes</li> </ul>	
8	Next Meeting	4/07/21	Meeting adjourned 12:25 p.m.