

UNM-Gallup Staff Council Minutes

Wednesday, Jan. 11, 2023 | 1 p.m. | SSTC 270 Conference Room

Staff Council Executive Committee

President Frank Sanchez	Present
President-elect Tina Griego	Present
Treasurer Monica Wyaco	Present
Secretary Richard Reyes	Present
Member At Large Abigail Montoya	Not present
Member At Large Grace Lueras	Present
Past President Denise Silva	Not present

Staff/Guests Present:

Joseph Rodriguez
Brittany Tabor
John White
Possibly others in person/online (sign-in sheet not administered)

Approval of Agenda

N/A

Approval of Previous Meeting Minutes

N/A

Opening remarks from President

Discussion: President Sanchez made comments on starting the Staff Council on the right foot as a team where all staff members help each other and take on tasks. "Everybody's input is valuable and wanted. Everybody has a voice."

Action: None.

Orientation of Officers

Discussion: President Sanchez went over executive committee roles and duties (detailed information is available in the Staff Council Bylaws and Constitution documents). President Sanchez suggested Robert's Rules training.

Action: None.

New Business Item 1: Administrative Liaison

Discussion: President Sanchez said Jayme McMahan is willing to be administrative liaison. Secretary Reyes offered to be liaison if McMahan is unable.

Motion: Member Lueras motioned to ask McMahan if she's willing to be administrative liaison.

Second: President-elect Griego.

Opposition: None.

Action: Motion approved.

New Business Item 2: Support Person

Discussion: President Sanchez said Jacquelyn Vandever is willing to be support person and has access to a P-card, which is important to role.

Motion: Treasurer Wyaco motioned to appoint Jacquelyn Vandever as support person.

Second: Brittany Tabor.

Opposition: None.

Action: Motion approved.

New Business Item 3: Updates Needed With Regard to New Staff Council

- Website
 - Discussion: Secretary Reyes confirmed page already exists on website for Staff Council.
 - Action: None.
- Email
 - Discussion: President Sanchez asked who can manage Staff Council general email account. Secretary Reyes volunteered to manage email. President Sanchez said he will get email account ready with help of IT.
 - Action: None.
- Bank account
 - Discussion: President Sanchez asked Treasurer Wyaco to reach out to Jayme McMahon to see if she can get bank account taken care of.
 - Action: None.
- Teams group:
 - Discussion: President Sanchez said Teams group has been created for Staff Council. It is a place for posting agenda/minutes and communicating ideas.
 - Action: None.

New Business Item 4: Goals for Upcoming Year/Projects Brainstorming:

- Committee appointments:
 - Discussion: President Sanchez said there are permanent standing committees that need to be staffed.
 - Motion: Secretary Reyes motioned to table discussion until stronger attendance present.
 - Second: Joseph Rodriguez.
 - Opposition: None.
 - Action: Motion approved; item tabled.
- Faculty Outreach
 - Discussion: President Sanchez said he's seen a division between staff and faculty, so he would like to help bridge the gap and find common ground. All personnel requests are stronger when supported by both staff and faculty. Faculty/staff can attend each other's meetings to stay up to date on common issues.
 - Action: None.
- Solicitation of Staff Comments
 - Discussion: President Sanchez asked how we can engage with staff. Tabor recommended a mixer to break the ice. President-elect Griego recommended a poll or survey. Member Lueras said survey can look at staff satisfaction. Griego and Lueras were tasked with planning and writing questions for surveys. Secretary Reyes agreed to help put it together. Several ideas were mentioned: How can staff better help students? What can the Staff Council do to help students? How can staff help Student Senate? Improvements to customer service. Professional development opportunities. Staff retreat. Team Building. Provide workshops. Professional development and job enrichment. Summer activities focused on professional development/team building/tuition remission/speakers/workshops. Staff as mentors for students. Volunteer opportunities for students.
 - Action: None.



New Business Item 5: Meeting with main campus Staff Council officers

Discussion: President Sanchez mentioned he was invited to ABQ Staff Council meeting via Zoom. ABQ Staff Council members offered to have joint meeting with Gallup Staff Council to talk and pick their brains.

Action: None.

Next Meeting

Discussion: President Sanchez recommended that the Staff Council meets at 10 a.m. on the last Wednesday of every month. Everyone in attendance agreed.

Action: None.

Adjournment

Motion: Secretary Reyes motioned to adjourn meeting.

Second: Member Lueras.

Discussion: None.

Opposition: None.

Action: Motion approved.