

**Staff Senate Meeting**  
**August 26, 2009**  
**8:30 a.m., Senate Chambers – NMHU**  
**Minutes**

1. **Call to Order** – The meeting was called to order at 8:40.
2. **Pledge of Allegiance** - Noted
3. **Present:** Maxine Salas, Rick Loffredo, Amanda Ortiz, Lou Ann Romero, Margaret Gonzales, Brenda Quezada, Mario Romero, Raul Valdez, David Whorton, Alex Montoya.  
**Others Present:** Donna Castro, Thomasinia Gallegos, Roland Salas, Jane Ellen Mallette and Rick Griego.
4. **Approval of agenda** – Treasurer Amanda O. recommended we strike through the names on item #8 because the individuals listed made it look as if the names listed were the members being nominated when they in fact were intended to present the nominations. Member Mario R. requested to change the order of announcements to read Executive Session as item #15, next meeting date as item #16 and Adjournment at item #17. Agenda was approved with changes and recommendations carried.
5. **Approval of Minutes** - Approval of the minutes for July 30<sup>th</sup> meeting were unanimously approved with no changes.
6. **Matters from the Senate** – VP Gonzales recommended a swearing in ceremony be held for all Senate Members using the Senate Credo. VP Gonzales also recommended we recite the Credo after the Pledge of Allegiance. Member Alex M. motioned we fill vacancies before the swearing in of any members. Motion approved and recommendations carried.
7. **Special Committee Update** – Member Mario R. gave an update on the changes to the HR Policy Manual. He recommended that all policies be sent out to all staff for review and comment and then submitted back to the special committee to compile the information and report back to the Senate. HR Representative Donna C. agreed. Recommendation carried.
8. **Request for Nominations** – Members David W. and Brenda Q. recommended that nominations be read by President Salas at the next meeting and not by committee members.
9. **Budget Proposal** – Treasurer Amanda O. distributed a budget for review and asked the Senate to come back with recommendations at our next meeting.

10. **Terms of Officers** – After review of the Bylaws, it was noted that the President will serve a 2 year term, VP will serve a 2 year term, Secretary will serve a 1 year term, Parliamentarian will serve a 1 year term and members of the Senate will stagger their term within their specific classification.
  
11. **Staff Senate Overview** – President Maxine S. tabled this item due to time.
  
12. **Strategic Plan** – Roland Salas presented a form that is being used to align the goals and objectives with the strategic plan for the University in anticipation of our NCA visit. He requested it be completed by September 25, 2009. Committee agreed. Request carried.
  
13. **Persons wishing to address the Senate** – Thomasinia Gallegos commented on the importance of the Senate to have a sense of continuity and unity for the Senate to be successful.
  
14. **Comments by the Senate** – Member Brenda Q. suggested more training on the Roberts Rules of Order. Member Alex M. said he will continue to bring matters of facilities to the Senate as a discussion item for next meeting. Parliamentarian Rick L. recommended a special meeting to elect new members to fill vacancies on Thursday Sept. 3<sup>rd</sup>. Recommendation and comments carried.
  
15. **Executive Session** – Budget matters and vacancy positions discussed.
  
16. **Next Meeting** – Next regular meeting set for September 15, 2009 at 9:00.
  
17. **Adjournment** – Meeting adjourned at 11:25.