

Staff Senate Advisory Meeting

2/9/2017

Present: Junko McDonald, Laird Thornton, Victoria Evans, Yvette Wilkes, Elizabeth Ratzlaff

Excused: Sharon Doom, Dennis Rivera, Adele Ludi, Lyla Maestas, Amado Gonzales

Guests: LouAnn Romero

Meeting called to order at 2:15, roll call taken.

Agenda amended to add:

- Information/invitation to the 3-D Dialogue

Motion to approve by Vick, seconded by Yvette, all in favor.

Minutes of January 26, 2017 were reviewed and approved with a correction to the date.

Motion to approve by Vick, seconded by Yvette, all in favor.

New Business

- a) **Safe Space Discussions:** Students had been scheduled to come to this meeting but they were unable to attend (contact person Dr. Eric Romero). This was a follow up to the discussion regarding becoming a Sanctuary campus. Laird reported that at the last Board of Regents meeting there had been a plea from the students to broaden the scope of the idea to make campus a “Safe Space” that was inclusive of DACA students as well as the LGBTQ community. Our discussion centered around what we can do as a Staff Senate to support these efforts. Students are requesting a physical space and the President supports this idea. The President wants to educate the campus about the needs and concerns of these students and the Staff Senate members concurred and want to know how we can help both individually and as an organization. Vick noted that it would be really helpful for Staff to understand the laws and civil rights and suggested hosting a discussion about these issues. Laird shared that MECHA is planning to do this, will start small and build. He also noted that Eric Romero is the MECHA advisor. The concern over declaring the campus a “Sanctuary Campus” and implications of that for students was discussed. Vick expressed that the as a campus community we need to do whatever we can to protect our students, staff and faculty. At this point the **3-D Dialogue series** was discussed and members were encouraged to attend. Laird noted that at the Board of Regents meeting, students brought up that the faculty demographics do not reflect student demographics and there was further discussion about diversity and leadership issues leading to the declaration that we need to work on building trust.
- b) **NMHU Outcomes Assessment Manual:** Dr. Kempner requested that the Assessment Manual be reviewed and approved by the Staff Senate. The document was sent out to Staff Senate earlier in the month. It was noted that we should forward it to all staff as well to continue to build buy in for assessment efforts and work toward a campus-wide culture of assessment. Vick moved to approve to Assessment Manual as presented, Yvette seconded. All were in favor.
- c) **Staff Professional Development Program:** Laird is requesting to develop a committee to review the draft and drill down on the application and evaluation process. The committee would need to finalize the name, the process and develop an outline that could be shared to promote the program. There need to be guidelines for application and a rubric for evaluation. Also discussion about how to prioritize who gets funded and assure that it is a fair process. One of the factors that could be considered is cost- for example, an out of state conference costs a lot more than an in-state conference and might be less cost-effective. Another factor that could be used to prioritize is how attendance at a particular professional development addresses the strategic priorities and

mission. It needs to be made simple enough that everyone will feel invited to apply and encouraged to see this as a way to increase opportunity for staff development in all areas (professional/clerical/technical/maintenance). Discussion regarding the number of members for the committee to develop this followed. It was decided to have the committee consist of three members- two from Staff Senate and one from the general staff. Laird will send out an email requesting volunteers. If there are extra volunteers, we will request that they serve on the review committee to utilize the process developed to decide who gets the professional development funds.

- d) Strategic Planning Review:** Laird reported that the Staff Senate needs to do its own Strategic Plan. He suggested developing a task force to create a draft. Vick volunteered to chair the task force. Yvette, Elizabeth, LouAnn, Junko and Laird all agreed to be part of it as well. Laird will send out an invitation for all to participate.

Old Business:

- a) Football Field Fundraiser:** Laird noted that this is an important issue, at least 25% of main campus students are athletes and many sports use the football field (track, soccer, football, rugby). The fundraiser to fix the field is being run by the Foundation. It was noted that it would be great if Staff Senate could support this effort. Some ideas that were generated included:
- Community scrimmages (staff vs. City of LV or Banks or County, etc)
 - Zombie House Fundraiser (Vick said that the Music Dept had great success with this previously).
- b) Learning Happens Here:** Dr. Kempner hosted/presented the first one and it was a big success. Lots of positive feedback on the comment cards about the event and the food provided by Sodexo. There was a discussion of how this can be done at the Centers and there is a plan to have Dr. Minner present topics at those sites.
- c) Committee Updates:**
- **President's Cabinet/ELT:** The current push continues to be on retention, recruitment and the HLC.
 - **Faculty Senate:** Laird attends these meetings. Their main focus has been on addressing HCL concerns, especially regarding contingent faculty concerns.
 - **Retention Committee:** Continues to meet regularly, there are five strategies to improve retention with a subcommittee for each of the strategies. Elizabeth is on the Retention committee.
- d) Board of Regents Update:** Laird reported that the last meeting was a very long day. Two issues that stood out, aside from the Safe Spaces discussion noted above, were:
- A focus on strengthening the Spanish Program and supporting bilingual programs in Humanities, Social Work and Education.
 - Be on the look out for the new Branding Policy. The administration would like everyone to structure their emails to look similar, see Laird's for guidance on the format.

NEXT MEETING: March 9th at 2 pm (will use Zoom for connection for people who can't attend in person).

Meeting Adjourned.

Minutes submitted by Elizabeth Ratzlaff, SAS Secretary