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STAFF ADVISORY SENATE

Minutes of the regular Board Meeting of the Staff Advisory Senate

May 2nd 2019 – G10

Present: Adele Ludi, Marcy Silva, Doris Gallegos, Jason Meade, Inca Crespin, Vincent Vigil Anne Bradford

Sharon Doom (zoom) Iliana Ortiz (zoom)

Guests: Andrea Crespin, Shane Sena, Dr. Rebecca Moore

A quorum was established and the meeting was called to order at 2.34pm.

A motion to accept the Agenda with additions was made by Doris Gallegos and seconded by Inca Crespin. Motion carried.

A motion to accept the minutes of the April 11th 2019 meeting with corrections was made by Marcy Silva and seconded by Jason Mead. Motion carried

Academic reorganization: Adele reported that she had heard that there was a concern that University Studies should be under Arts and Sciences rather than Professional. Inca felt that it was a difficult placement due to some of the requirements. Also mentioned was that those student starting off as freshman would have different concerns and issues than those of the graduate students and how freshman would access those programs that are in place to help them.

Questions were raised regarding programs that work under grants and what happens when that grant has ended.

Would moving from three Deans to one cause administrative assistants to lose their positions. Adele said that it was her understanding that there might be some transfers required but that no one should lose their jobs. It was unclear how the reorganization would work, it was surmised that directors would be created in many departments. Staff and faculty are very concerned as there isn't a clear picture of when this is going to happen. The question must be asked as to when this reorganization will actually take place as there is confusion surrounding this action. Most seemed to believe that when this was mentioned at the coffee meeting Dr. Minner was announcing the decision, however asking for feedback might indicate it is not finalized. Adele will list all the questions and send them to Dr. Minner. Jason said he would be OK with Adele sharing his particular situation regarding the grant funding of his position/ department.

No action was taken on this item.

Adele shared her President's report (attached)

The Treasurers report was present by Inca Crespín. Inca is still having difficulty accessing the budget in Banner. Money in Instate travel was moved to supplies, printing and mailing and postage. \$165 to Supplies, \$25 to Mailing and \$75 to printing. Treasurer's report was accepted.

Marcy and Adele met with Jessica Dr. Martínez and recommendations were made for changes to the document that was presented for the Recruit One Project. The changes were to have a two part competition, referrals and enrollment. Dr. Martínez obtained \$200 from Terri and some NMHU swag.

Prizes would be given to those passing on referrals as well as actual enrollments. Still unsure as to how the prizes would be distributed. Jessica was also asked if she could donate tee shirts. The winner of the competition would be the person who brought in the most referrals and the most enrollments. Any student will be counted regardless of the number of credits. Details still need to be fine-tuned. The process cannot be too complicated or people will not participate. This will be announced by several means global E mails, Power of Service and President's Coffee, social media etc. Training was also discussed with Jessica and Dr. Martínez. Jessica will be presenting at the July Power of Service.

Adele will edit notes and send them to the Board

Jessica will be invited to the next Staff Advisory Senate meeting to go over in more detail. A special meeting will be called to review the Recruit One plans and the June 14th event Bring and Buy.

Inca has not received a call regarding the Strategic Planning Meeting.

Marcy attended the Heart of Highlands event, a Foundation Initiative. Three areas were identified for funding.

Rio Mora Wild Life Refuge - NMHU Hardship fund - and a fund to help students to pay off their final credits if they have exhausted all other avenues.

Andrea Crespín, President of the NMHUFSA Non Exempt explained the changes in accrued annual leave and sick leave for hourly workers. Both annual leave and sick leave have been reduced in the CBA and sick leave cannot be more than 180 hours by the end of the fiscal year or they will be lost. There were concerns that staff were unaware of the changes although there was a vote by the membership on the agreement and this was ratified by the Regents. NMHU Email may not be used for any union communications so we will investigate another way of getting the information to the members.

Guest Shane Sena expressed his concern about those who will be losing many hours due to the new rules that no more than 180 hours can be carried over from June and December. Those with more than 180 will need to use them before September 30th but as Shane pointed out, If everyone took leave there would be no one to maintain some of the departments. Andrea is the contact for the union and said that 2 items may be negotiated each year.

A motion was made by Marcy that an Email, appropriately worded, be sent to inform both hourly staff and professional staff of the CBA. As there are no attachments to Global Emails Marcy/Adele will find a way to distribute the information regarding the CBAs Doris seconded. Motion carried.

In the interest of time it was recommended old business be tabled and that a) fund raising and b (senate vacancies) of the agenda be addressed at the special meeting. Item c) Committee appointments) will be discussed at the next regular meeting. A list of members and their terms need to be created in order

that we can be prepared for future vacancies as terms are completed. Inca moved to accept the recommendation. Motion was seconded by Marcy motion carried.

New Business:

Staff Sabbatical. President suggested this idea. Faculty take a sabbatical to learn something new but for staff to be away from their department for any length of time would be a great burden upon that department. More appropriate may be some kind of professional development where a staff member could identify a conference, a course, that they would like to attend and a dollar amount would be determined to contribute to the cost. If this is an idea that the Senate would like to pursue, Dr. Minner would like to receive a proposal. Supervisory approval would be needed with a letter of recommendation, Dependent upon time and availability. This could also include a cross training process to assist those who would like to move other departments.

A motion was made by Doris to form a committee to investigate further the feasibility of Staff Sabbaticals. Motion seconded by Jason. Motion carried.

Item b) Aligning Snow days was table. Motion made by Doris and seconded by Marcy. Motion carried.

Morale. President Minner has agreed to a survey to provide data to back up the perceived low morale. Adele brought the subject of morale on the campus at the EMT meeting. Dr. Minner suggested a survey called Coach Adele said this was geared more towards faculty and that more research will be done to find a more appropriate survey. A copy of a previous Campus Climate survey was given to President Adele. It was agreed that there had to be the ability to customize some of the questions. Adele also mention the subject at the Faculty Senate and Dr. Rebecca Moore expressed her concerns and joined the SAS meeting at 3:45 pm. Dr Moore stated that she was also concerned at the low morale had been trying to create a survey through Campus Climate. Two years ago she began customizing a survey but she had no means to pay for it. Dr. Moore asked that the Faculty and Staff Senate collaborate on designing the survey as this is not just a staff problem. A homework assignment was suggested! Members were asked to research survey to find an appropriate one for our purpose.

A motion to table further discussion regarding the survey until the next meeting was proposed by Marcy, seconded by Doris. Motion carried.

Special meeting will be May 23rd 2019

A motion to adjourn was made by Marcy seconded by Jason. Motion carried.

Meeting adjourned at 4:01pm

