



## Minutes for the Regular Meeting of the Staff Senate Advisory Board

May 14th 2020 via Zoom

Board Members Present: Adele Ludi, Marcy Silva, Veronica Black, Robert Anaya, Doris Gallegos, Anne Bradford, Jane Clarke.

Several guests joined our Zoom meeting

A quorum was established and the meeting was opened by President Adele Ludi at 2:35pm

Robert Anya motioned to approve the agenda. Second Veronica Black. Motion carried.

Robert motioned to approve the minutes from the March meeting Doris seconded Motion carried.

Dr. Minner might be a little late. He wanted to go over the strategic Plan. Adele reminded everyone to fill in the survey which will help put together the strategic plan for the next five years.

Presidents Report: Adele has been attending the Emergency operations meetings for COVID 19. Currently they are meeting twice a week now that things have stabilized. One project they are working on is a plan to return to work. Adele thanked Veronica for her feedback from the draft that Adele sent to the Senators.

Also attended the Financial Planning meetings. If President Minner attends today's meeting he will talk about that. No definite decision has been made regarding returning to school as there are currently so many unknowns. Some guiding principles were made and President Minner will make his decision when he has reviewed all the recommendations. These principles include preserving the delivery of high quality instruction, preserve programs related to the quality of the overall student experience, maintain Programs generating resources Minimize impact on HMNU employees and to be transparent and inclusive.

The tax exempt certificate is in place. We will now be able to place the order for the button makers as soon as the PR is in place.

Carlos Nevarez had questioned why police officers were classified under maintenance. Adele asked HR about this and they replied that would look into this as they did not know the reasoning either.

At that same meeting Denise also mentioned that they're going to start meeting with the company that's going to be doing the compensation study. Staff senate along with faculty senate and the unions will be invited to those meetings, Adele keep us posted on that and then we figure out

who's going to attend and Denise expected those meetings with start maybe in about the next three weeks or so.

The Board of Regents met last Thursday and Sylvia Baca was very appreciative of the resolution that we put together in support of the funding for the facilities building. It was the first such letter from the Senates. Adele thanked Marcy for taking the lead on producing the letter.

Adele was unsure of the next Board of Regents meeting. It might be in July when the new SAS president takes over.

Parliamentarian's Report: Marcy reported she had obtained a list of all staff and their classifications for a full board we need 7 members from Administrative professionals 2 from clerical 2 from maintenance and 1 from technical. Marcy will get everything together for the upcoming elections. She asked if someone would help her. New slate of officers should be declared in June and sworn in in July.

Adele volunteered to help Marcy. Marcy said she would use Microsoft forms as she did last year. It give us an immediate result and is only sent to those who are eligible to vote. We will have to get something posted at Facilities as they do not have access to a computer.

You can only nominate within your own classification and you can only vote within your own classification.

Recruit One: Doris Inca and Adele met with Terry Law, Jessica Hurtado and Renaldo Maestas. The meeting went well. Revisions were made to the previous guidelines. There was no time to be ready for the summer so it will start in the fall. There will still be incentives and faculty will be included. The document will be uploaded to online docs. Renaldo will work with University Relations to produce a flyer. The next step is to get the word out on social media etc.

Power of Service: ITS took the lead in the last few power of service programs. Ruthie Watson also had a presentation on stress management. There was good participation despite the poor internet connection. September plan for the kickoff is still in the air at the moment as we do not have a definite decision about opening. The Book reading group is still meeting each month. Another survey will be sent out to ask what kind of presentations staff would like to see.

Robert asked if it was Okay for those not at the centers to participate in Professional development. Adele responded that more participation can only lead to better relationships.

OLD BUSINESS: Survey just needs to be sent out. It takes about 11 minutes to complete. It is anonymous but participants can disclose their departments if they so choose. ITS survey finishes this week. Veronica suggested the SAS survey be distributed when ITS ends. There was concern that there is no mention of COVID 19. It was suggested that a disclaimer be written in the introduction a statement that the survey was designed prior to the COVID 19 and subsequent experiences of working from home etc. Marcy motioned that the survey be sent out the following Wednesday May 20th Robert seconded and the motion carried.

ANNOUNCEMENTS: ITS went live with the NMHU Portal today (5/14/20) Overall it was a successful launch

Ian Williamson joined the meeting He presented the selected five goals with several objective for each goal. These will be sent out for feedback (face book emails social media) and then they will be narrowed down. The survey will ask for the best objective for each goal.

Adele reminded everyone to complete the Census.

Next meeting will be June 11<sup>th</sup> 2030 Probably through Zoom again Marcy motioned to adjourn the meeting Robert seconded, motion carried. Meeting closed at 3.44pm