

H NEW MEXICO **HIGHLANDS** UNIVERSITY®

STAFF ADVISORY SENATE

Regular Meeting of the Staff Senate Advisory Board

July 9th 2020

Present: Adele Ludi, Doris Gallegos. Anne Bradford, Inca Crespín, Carlos Nevarez, Veronica Black Robert Gallegos, Vincent Vigil, Jane Clark.

A quorum was established and the meeting was opened at by Adele Ludi at 2:31pm

Marcy Silva motioned to approve the agenda, seconded by Doris Gallegos. Motion carried.

Minutes: Still no minutes for April. A motion by Marcy to table the approval of the minutes until corrections and additions can be made. Seconded by Doris Motion carried.

President's report.

Adele thanked everyone who participated in sending messages to the legislative finance committee

Attended the compensation study meeting on June 17th 2020 Compensation study has not been done since 2010 and they are reviewing what is current and will set a baseline to see how equitable NMHU is to its peers. There will be surveys for administration faculty and classified staff. Adele asked about the action ability on this review and the question was asked why this is being done when we are facing budget cuts and declining enrollment and may not be able to take action of the study's findings. Dr. Denise Montoya said that no guaranteed could be made but they need to understand where we stand in the market.

The button maker has arrived and Adele will sign off on the invoice. Squeals of delight from Veronica!!

As this is Adele's last meeting as President she spoke of the many accomplishments of the Staff Senate in the past year. She spoke of being taken out of her comfort zone while in the position but considered it a growing experience. Vincent Vigil thanked Adele for the fantastic job she has done as President of the Staff Senate.

Cheers and thanks from all

Parliamentarian report:

Two new members will be sworn in today Carlos has been moved to technical category so Dayana will not be joining us. There is now a vacancy in maintenance. Marcy asked Vince if he could post information about the vacancy at facilities.

Treasurer's report:

We have \$177 in supplies \$100 in printing and production and \$265 in State travel. Total budget \$542
Foundation account unchanged at \$277.48

Recruit One:

No update. Doris drafted a memo regarding the one day paid admin.day incentive.

Power of Service:

Sessions well attended. Another session from ITS on working remotely. Also planning the Fall kick off which will be an all zoom event in September.

Quality Workplace Survey:

71 participants Veronica and Marcy looked it over and found there was lots of departments asking for more staff and balanced workloads. Also more leadership training , student support training . More staff seemed to be the constant request. Another meeting is planned to analyze results fully. Veronica said the more people that can help with the analysis the more unbiased the results.

President Minner wants to know what the top three thing he could do to help staff.

There are 317 staff members. Veronica stated that they could already identify areas that we can expand upon and that the results will help us start conversations with the administration. Adele suggested a timeline of within the Fall to complete. October could be a time to do a presentation at the Staff Senate meeting.

Strategic Planning are still meeting through the summer. They are very close to completion and hope to have to the President in October and then January for the final launch.

Vince volunteered to be on the Power of Service committee.

Max Baca thanked Adele for her service. They currently working on budgets and will consider addition dollars if the Senate requires.

He is always available to answer questions and if there is a particular time he is willing to speak with us. Max requested that we forward the previous request for funds to him.

Veronica wanted to present to the Senate - Development Days. Hosting three day professional development trainings. Staff are more than welcome to be apart of these presentaions. Theme this year is diversity All presentations will be virtual. Much of them will be helpful to staff as well as faculty. These will be posted on the CYE website.

Inca asked if there were any specific training for staff on the horizon. Adele mentioned that there were training for staff during the summer of 2016 which included team building games. An icebreaker could be something we could consider.

Supervisor's permission will be required to attend.

New Business.

Marcy shared her screen and Ruthie Watson took the oath of office. Ruthie was welcomed to the Staff Senate.

Buddy Rivera took the oath of office and was welcomed to the Senate.

Ruthie and Buddy introduced themselves.

Robert thanked Adele for her service.

Officer elections:

New President - two year term

Secretary Treasurer and Parliamentarian are on year terms.

Doris suggested we make nominations for the President's position and leave that until last.

Doris motioned that we open up the nominations for the secretary's position.

Nomination: Anne Bradford by acclamation . Anne Accepted the position Robert motioned Carlos seconded.

Carlos motioned and Robert seconded to open nominations for treasurer.

Vince nominated Inca Crespín for treasurer seconded by Robert . Inca accepted the position

Robert nominated Marcy as the Parliamentarian. Marcy accepted the position

Robert was nominated as President but he declined.

Veronica Black was nominated by Inca and seconded by Doris . She accepted on the understanding that we know that her contract at NMHU is up in December.

Inca left the meeting to attend another meeting.

President Minner congratulated the new officers and thanked Adele.

Next meeting will be September 10th 2:30

October 8th

November 12th

Marcy motioned to accept the three meetings Carlos second and motion carried

Marcy will send out the meeting information.

BOR meeting on Tuesday. No reports are due.

Jane Clark will be leaving NMHU at the end July and she will be offering her letter of resignation to the Staff Senate.

Motion to adjourn Carlos second by Vince. Motion carried.

Meeting end at 3:48 pm