

## UNM-Gallup Staff Council Minutes

Wednesday, April 26, 2023 | 10 a.m. | Nursing Building Conference Room

### Staff Council Executive Committee

President Frank Sanchez	Present
President-elect Tina Griego	Present
Treasurer Monica Wyaco	Present
Secretary Richard Reyes	Present
Member At Large Abigail Montoya	Present
Member At Large Grace Lueras	Present
Past President Denise Silva	Present

### Staff & Guests Present:

Angelia Hood  
Eliza Caponetto  
Jacquelyn Vandever  
Jessica Pino  
Ramon Scott  
Shana Arviso  
Tanisha Ashley  
Teyah Denetclaw  
Wilma Lee  
Linda Begayne

#### 1. Approval of Agenda

Motion: Tina Griego  
Second: Abi Montoya  
Discussion: None.  
Opposition: None.  
Action: Motion approved.

#### 2. Approval of Previous Meeting Minutes

Motion: Monica Wyaco.  
Second: Grace Lueras.  
Discussion: None.  
Opposition: None.  
Action: Motion approved.

#### 3. Discussion/Action Items

- a. Staff Council Finances & Timeclock Report – Director of Business Operations Robert Griego.

**Discussion:** Griego thanked everyone for getting Staff Council reorganized because it's important. Griego clarified information regarding budget. Staff Council has had an index code for some years. This fiscal year there was \$790. Griego also discussed staffing position for Administrative Support Position, including possibility of adding it to a current admin's duties. Reyes asked about compensation for Staff Council president and secretary similar to Faculty Assembly president and secretary. Griego said that process doesn't exactly translate to staff. Montoya mentioned possible use of comp time. Griego also

clarified situation and gave history about timeclock changes. The intent was not to punish staff. It was meant to figure out a more efficient and less time consuming system than physical time sheets. No idea if/when change will happen.

**Action:** None.

**b. Wellness Committee Report – Frank Sanchez, President.**

Discussion: Sanchez said he's working with group to institute a World of Wellness type program at the gym to make the gym more open to the community. Jayme McMahon is in process of hiring someone to run the gym. Gym planning has been put on pause until someone is hired. Frank also discussed Employee Appreciation Week planning. Question came up about Wellness Room and how to make it more accessible to staff, including blanket approval of prox cards.

Action: None.

**c. Staff Satisfaction Survey – Richard Reyes, Secretary.**

Discussion:

**d. Employee Appreciation Week Discussion & Brainstorming – Frank Sanchez, President**

Discussion: Sanchez said new workgroup is focused on gym and wellness initiatives and is making significant progress with new exercise classes starting. Sanchez said progress is also being made on a World of Wellness program similar to ABQ campus.

#### **4. Executive Committee Reports**

**a. President**

- i. Timeclock system: Director of Business Operations Robert Griego will be available at next meeting to discuss and answer questions.
- ii. Administrative Support Position: Sanchez talked to Chancellor Sabrina Ezzell, but there is no money for the position. ABQ Staff Council said they would reach out to Board of Regents to see if they can help with funding. Another solution is to have student employee/intern.
- iii. Staff Council email has been established: [UNMGSC@gmail.com](mailto:UNMGSC@gmail.com).
- iv. Staff Council Budget: Sanchez said he would talk to Griego about the budget and budgeting process. He mentioned the possibility of awards for staff and requesting departments to pitch in money for awards.
- v. HR presentations: Sanchez said he would like to get HR to come to a meeting to answers questions about telecommute/remote-telework policy. Also to do presentation on changes to benefits, premiums, increases, etc. Also to collaborate on exit interviews. McMahon mentioned that exit interviews might be happening already, but she said onboarding could be something for Staff Council to focus on.
- vi. Staff Appreciation Week: Events are planned the week of May 22. Sanchez mentioned possibility of blank drive for Gallup Police Department.

**b. President-elect**

- i. Solicitation of Staff Comments/Survey: Tina Griego and Grace Lueras met and came up with questions for questionnaire. Griego said she would work with Richard Reyes and Carmen Wellborn on creating and disseminating the survey.

**c. Treasurer**

- i. No additional information after McMahon's presentation.

- d. Secretary
  - i. Staff Council web page.
  - ii. BeKind Update.
  - iii. Graduation Participation Survey.
  - iv. Big Brothers Big Sisters fundraiser.
- e. Members at Large.
  - i. No report.
- f. Past President
  - i. No report.

**5. Comments/Announcements**

- a. Shanda Tom brought up idea of Secret Santa for employees. President Sanchez asked her to put together an outline to present to the council.

**6. Next Meetings**

Discussion: None.  
Action: None.

**7. Adjourn**

Motion: Grace Lueras.  
Second: Jessica Pino.  
Discussion: None.  
Opposition: None.  
Action: Motion approved.