

## Staff Council Standing Committee Minutes



**Committee Name:** Communications Committee – 125 event Celebration

**Meeting Date and Place:** 4/10/2014, Faculty/Staff Club

**Members and Guests Present:** Pam Castaldi, Marcos Abeyta, William Richards – new member (Natalie Willoughby)

**Guests:**

Absent: Marjorie Ellen Crow, Lisa Walden, Marie Ann McGhee, Kimberly Waseta, Bernadette Peck

**Minutes submitted by:** Mark Reynolds

	Subject	Notes	Follow-Up
1	125 Year Celebration (125 ways to make a difference)	<p>Suggestions</p> <ol style="list-style-type: none"> <li>1. Group photo –staff show up at noon – from a ladder – same as 100<sup>th</sup> anniversary</li>   <li>2. Post the URL for the History of UNM (Hodgin video) on the SC web site</li>   <li>3. Retiree suggestions</li> </ol>	<ol style="list-style-type: none"> <li>1. Pam has a student and a camera. The availability is all days except Tuesday and from 10-12:30 pm – First she will check on his availability to take the picture and Pam will check for access to the Humanities loft and then suggest a date – either during SAM or pre this date – we will ask that everyone where Red and Kathy coordinate for the “125” logo</li>   <li>2. Pam is working with Kathy on this and will update when it is available and promote during SAM</li>   <li>3. Bill to visit with the board of retirees for suggestions for our next meeting – Mark has sent an email to UCAM on release forms</li> </ol>

		4. Management academy suggestions	4. Kim to visit with the management academy board for any suggestions from management academy graduates
3	<b>Marketing Material</b>	Lisa and Kathy to visit about “swag” that can be offered during the events and provide feedback at our next meeting	Lisa and Kathy to visit about “swag” that can be offered during the event – IE: 125 vs. SAM or both
4	<b>Introductions</b>	New Member Natalie Willoughby	Welcome to the SC Communications and Marketing committee
5	<b>Communication meetings</b>	Excused Bill, topics 1. E-News – how to spruce up the email  2. PAWS award – revamp  3. Suggestion to executive on the HR – raise versus Health open enrollment  4. Youtube channel for Staff Council	1. Looking at the examples sent from HSC, probably mailchip. Natalie to look into options, including Pam C. and present back ideas  2. Suggestions are to not have the PAWS award every month, every ¼ and Amanda can offer a free membership for one year Another suggestion is if this stays per month to allow the pool to carry over as people are “writer tired” of submitting each month and this would give value back to the writers that if you didn’t win that month you are still in the pool for the following month or months – harder on the committee to evaluate and assure they work at UNM but a suggestion  3. Suggestions are as listed  4. Marcos to review and get back to the committee as well as how to stand one up and who would be the owner

<b>6</b>	<b>Next meeting</b>	May 14 <sup>th</sup> , 2014
		Faculty Club

### Communications Committee Roster, 2014-15

<b>Name</b>	<b>Department</b>	<b>Phone</b>	<b>email</b>
Marjorie Crow	Art & Art Hist.	7-5861	<a href="mailto:mcrow@unm.edu">mcrow@unm.edu</a>
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