



Staff Council Standing Committee Minutes

Committee Name: Communications & Marketing

Meeting Date and Place: Thursday Feb 25th, 2021 from 3 p.m. - 4 p.m. @ Zoom

Members Present: Grace Faustino, Mark Reynolds, Theresa Sherman, Brian Vineyard, Azura

Members Excused:

Members Absent:

Guests Present:

Minutes submitted by: 2-25-2021

	Subject	Notes	Follow-Up
1	Approve Agenda	Founded in 1889, the University of New Mexico sits on the traditional homelands of the Pueblo of Sandia. The original peoples of New Mexico Pueblo, Navajo, and Apache since time immemorial, have deep connections to the land and have made significant contributions to the broader community statewide. We honor the land itself and those who remain stewards of this land throughout the generations and also acknowledge our committed relationship to Indigenous peoples. We gratefully recognize our history.	
2	Approve Minutes (From 12-3-2020)	Consensus	Yes
3	Updates	<p>Resolution – passed by SC and cc: to reviewers</p> <p>Templates Updates/Storing of templates – Cindy</p> <p>Accessibility to SC presentation (Matt Carter and Accessibility) – need date with Amy, Nancy to present (need date to present to SC – Amy, Nancy) – 30 min – Grace /June (Amy has on the agenda?)</p> <ul style="list-style-type: none"> • Heather S. Jaramillo (since she is the oversight group) • Interim Director of Equal Opportunity • UNM Office of Compliance, Ethics & Equal Opportunity <p>Comm and Marketing 101 for SC – Theresa – March from Comm and Marketing (Amy has on the agenda?) 15-20 minutes</p> <p>Review of Comm and Marketing documentation (best way to review this document, edit and present to SC)</p> <p>Best zoom tips – put together and send out as a reminder via E-news</p> <p>Educause https://sway.office.com/U3QkB1pMs49FWMYk?ref=Link IT https://at.unm.edu/media-collaborative-apps/zoom-web-conferencing.html</p>	

		New - Review of templates for accuracy for presented "by" as in a committee Brian on invitee for our committee on March 25 th – Scott	
4	Next Meeting	The next meeting will be 25 th of March	