



**STAFF
COUNCIL**

Staff Council Standing Committee Minutes

Committee Name: Rewards and Recognition committee.

Meeting Date and Place: January 12, 2023. 2 – 2:50 PM @ via Zoom

Members Present: Yadéeh Sawyer, Grace Faustino, Jennifer Kavka, Gina Sandoval

Excused Absent: Jennifer Trujillo

Ex-Officio: Joe Lane

Members Absent: Lorena Blanco-Silva, Natalie Brigance, Keith Hitz, Tom Luna, Courtney Padilla, Gina Marie Sandoval

Guests Present:

Minutes Submitted by: Yadéeh Sawyer

	Subject	Item	Notes
1.	Meeting to Order		Called to order 2:04 pm
2.	Indigenous Peoples' Land and Territory Acknowledgement	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 acknowledge our committed relationship to Indigenous peoples. We gratefully recognize our history.	
3.	Approval of Agenda	Approval of January meeting agenda	Moved by Grace. Approved.

4.	Approval of Previous Meeting Minutes	Approval of Nov meeting minutes (Dec did not meet quorum) (11) November 2022 Rewards & Recognitions Minutes.docx	Moved by Grace. Approved.
5	Guest speakers	(pending move to February meeting) Bonnie Minkus Holmes – to address qualities of a great leader for the R&R committee to consider when redesigning the questions on our nomination form to gather pertinent information related to being an outstanding supervisor.	Potentially moved to February meeting
6	Unfinished Business (10mins)	<ol style="list-style-type: none"> 1. Update on working session <ol style="list-style-type: none"> a. Review PAWS Examples (Jennifer K; Scoring directions and rubric for PAWS award.docx) b. Feedback on the anonymized scoring. 	<ol style="list-style-type: none"> 1. Reviewed examples. <ol style="list-style-type: none"> a. Yadéeh will create a PDF with a link to include in the nomination form. General info will be in the nomination form, then 3 separate PDF's to link for examples to each question (Scoring directions and rubric for PAWS award.docx). b. Remove names and departments and then re-group on the effectiveness of the process.
7	New Business (30mins)	<ol style="list-style-type: none"> 1. Update – Thank you for Celeste Cole (Grace) 2. Internal Communications 3. Jim Davis Award: <ol style="list-style-type: none"> a. Update on award ceremony location b. Determine budget for 2023 Jim Davis Award <ol style="list-style-type: none"> i. Review funding request form 	<ol style="list-style-type: none"> 1. Unable to purchase anything with formal SC funds. This would have to be an independently solicited (e.g. GoFundMe; set up by Jennifer Trujillo and shared by Grace) supported by the R&R committee. Yadéeh will develop a flyer for more information and Jennifer Trujillo will head purchasing and formal Thank You and gift card. <i>Deadline to send it out by end of January.</i> 2. The R&R committee should be included in any communications regarding any R&R initiative. 3. <ol style="list-style-type: none"> a. Hodgins is reserved. b. Yadéeh's updated version approved to submit to the SC Business Meeting c. Grace will updated

<https://unmm.sharepoint.com/:b:/t/sc/rr/EQMAQ7g3kVRPhZZoxgQF8FwBrWQp6PQx5PMskJYaZgRc3A?e=bek2Ax>

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c. Update nomination link

4. Gerald May Award:

a. Determine date.

Proposed as December 14 from 3 – 4:30 in person

i. Reserve space

b. Determine presenters of the award.

i. *Suggested as UNM President, SC President, and Provost. Presenters are up to the organizers, with the exception of the UNM President.*

ii. *Comment from Amy: Not sure why the focus is on Registrar and Sr. VP for F&A*

4. a. Approved - Yadéeh will ask Amy to reserve the space.

b. Invite UNM President, SC President, Provost, & HSC Leadership. If we have branch campus winners, then we will extend the respective Chancellor/CEO to the event. This can't be determined until we have a winner, though.

only; my suggestion is to invite all the higher administration you can think of and mix up who you invite to present each year. If you want the same presenters each year and the committee agrees you can do that too!

iii. Invite presenters

5. PAWS:

- a. Update on token of appreciation basket items.
- b. Update on marketing strategy (Grace)
- c. Update nomination link for the 1st Quarter call
- d. Flyer ready: [PAWS Award.png](#)
- e. Request nomination call opens Feb 1, open for 1 week.

- 5.
 - iii. Yadéeh will ask Amy to invite the presenters.
 - a. move to Feb. Meeting
 - b. Meeting next Thursday. Will update in February.
 - c. For starting Feb 1 – 28. Scoring in March.
 - d. Once link is updated and Grace meetings with C&M Committee, Yadéeh will ask Amy to start marketing.
 - e. Correction – 1 month.

		<p>6. Determine OSA presenters to get the date on their calendars.</p> <p>a. <i>UNM President, UNM Provost, and Senior VP for Human Resources, and SC President & R&R Committee Chair(s). Presenters are up to the organizers.</i></p> <p>7. Begin SA Week planning</p> <p>a. Budget as of 1/5/23: \$29,000</p> <p>b. SA 2022 final cost: \$20,589.53</p> <p>8. Continue to work through the award re-structuring for Jim Davis & Gerald May awards (Award Restructuring Fa2022.docx)</p>	<p>6. Leave presenters as proposed, add HSC leadership. Yadéeh will ask Amy to send the invites.</p> <p>7. Gina will put a call out for a planning committee. Yadéeh and Grace will also mention it at the general meeting next week. Grace will create a sign-up form. Grace will pull and share for review of feedback from 2022 who are up to help with various planning components. (Gina suggested having signs to guide people for less-traveled locations, e.g. LaPo)</p> <p>8. Move to Feb meeting.</p>
8	Announcements	As time permits.	Joe – set up a Let's Do Lunch on the WayFinder Website with Liz Hutchison
9	Upcoming Events	<p><i>Listed in chronological order:</i></p> <ul style="list-style-type: none"> • PAWS (Call in February) • Staff Appreciation Week (begin planning; event in May) • Jim Davis Award (Call in March) 	
10	Adjournment	Next meeting February 9, 2023, 2 – 2:50 @ Zoom	Adjourned at 2:58 pm