

9-9-2010

Staff Council Communications Committee Meeting, 9/9/2010

UNM Staff Council

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Staff Council Standing Committee Minutes



Committee Name: [Communications]

Meeting Date and Place: [September 9th 2010, 12:00-1:00pm, FAC/STAFF Club]

Members and Guests Present: [Hollie Medina (Chair), Suzanne McConaghy, Bob Christner, Mark Reynolds (new member), Annabeth Fieck]

Absent: [absent members]

Minutes submitted by: [Annabeth Fieck]

	Subject	Notes	Follow-Up
1	FACEBOOK	Facebook account to be set up by Kathy Meadows presently (has been on vacation recently). Different groups within UNM (Departments) have good Facebook presence.	Perhaps set a deadline.
2	Website Issues	Updating is not being done currently, but should be in the near future. Whoever is to keep up the site should be offered the ability to take a course. Classes through learning central upcoming.	
3	Budgets	Discussion: Is video coverage of the Staff Council meetings a necessity.	
4	Communication Survey Results	Some of the identified issues include: -People don't know who their representatives are -Representatives should send out notes to constitutive -We need to make it clear who the representatives are Perhaps a description on the website may help -Everyone should be able to find their representatives	Hollie will come up with website representative description page to be discussed later. All members read through comments and select (5) important issues to bring up at next meeting
5	Staff Council E-News	Motion to Recommend to Executive Committee that Staff Council E-News come out once a week on Tuesday.	Motion Passed Unanimously
6	E-Suggestion Box	Suzanne McConaghy proposes an E-suggestion box be placed on the website. Discussion followed	
7	FAQ page on website	Suggestion and discussion regarding the placement of a FAQ page on the Staff Council Website.	
8	Meeting Adjourned		