

New Mexico Institute of Mining and Technology

STAFF COUNCIL MEETING

Tuesday, July 8, 2025

10:00 a.m. Speare 113

Minutes

1. Call to order

Council Co-Chair, Haley Hansen called the meeting to order at 10:01 a.m.

- a. **Proof of Meeting Notice:** Council Co-Chair, Val Thomas stated that the Meeting Notice was sent via email and posted around campus. Future Agendas and Meeting notes will be posted on the Staff Council webpage. <https://www.nmt.edu/staff-council/home.php>

2. First Meeting Business

- a. **Minutes:** As this is the first meeting, there are no prior minutes to approve.
- b. **Introductions:** The Council Board gave brief introductions.
- c. **Ground Rules:** Co-Chair will recognize speaker before they will be given the floor. Two discussions per person are allowed, with a 5 minute time limit. Co-Chair V. Thomas reminded the Representatives that all Representatives are equals in the Staff Council, regardless of Position Title.
- d. **Purpose of the Staff Council:** V. Thomas read the purpose of the Staff Council: To provide representation and support for Staff of NMT. Much like the Faculty Senate, the Staff Council is for voicing concerns, and bringing those concerns to the administration, allowing for staff to anonymously bring issues to the NMT President, and possibly to the Regents. The Staff Council doesn't create policies, but will have input in the acceptance of the policies.
- e. **Administration Support:** Dr. Amuzagar (NMT President) addressed the council and voiced his support, and the support of the NMT administration. The administration does not have "floor privileges" but can speak at the Staff Council meetings. The council may initiate and write policy, but that policy must go through the President's office. Through the Council, the staff has a seat at the Regents meetings. He reminded the Council that we are not just representing ourselves, we're representing all the staff of NMT. Dr. Coolin (VPR) addressed the council, stating "Good luck and thank you. We're here to support you."

3. Board and Representative Roll Call: - Co Chairs

Roll call was taken by Council Secretary, Heidi Love. Representatives gave a brief introductions as names were called, including those attending via Zoom.

4. **Approval of Agenda:** Nick Chavez moved to accept agenda, Steven Hicks seconded. Approved unanimously.
5. **Staff Council Committee Creation – Co-chairs.**
 - a. **NMT Staff Welcome Committee – Permanent:** *4-6 people* Will work with HR, be given names of new hires, will find someone for the new hire to shadow (someone who does similar work), location of various offices (key control, campus police, etc.). Community is important to staff retention.
 - b. **NMT Staff Accomplishment – Permanent:** *4-6 people* Shout outs for staff - extra education, promotions, special projects, grants, etc.
 - c. **NMT Employee/s Quarterly Spotlight – Permanent:** Recognitions of an office that's doing exceptional work. Get pictures, interviews, what do they do, etc. There is a lot of work at NMT that's not getting recognized.
 - d. **NMT Staff Climate Survey - Ad-Hoc:** How are staff feeling in their role? Temporary committee to create, distribute and collate the survey. Must remain anonymous. "We're small, so that's important that it remain anonymous."
6. **Staff Council Committee Reports: N/A**
7. **Staff Council Ad Hoc Committee Reports: N/A**
8. **Old Business: No Previous Business**
9. **New Business: Co-Chairs**
 - a. **Appoint committee members, Co-Chairs**

Representatives may volunteer for committees via after-meeting emails.
Accept recommendation for additional committees, - General Assembly
 - b. **Adopt Staff Council By-Laws, Co-Chairs**

Discussion on the bylaws begins, with members raising questions and suggestions for improvements and clarifications including defining "good standing," adding a conflict of interest clause, and formalizing election processes.
A request for training in Robert's Rules of Order was made by M. Flores.
A motion to table the discussion of the bylaws was made and seconded. Motion passed.
10. **Announcements: Secretary**
 - a. **Next Meeting - Sept 9th, 2025**
 - b. Additional recommendations for committees, such as a sustainability committee and a parental advisory group for childcare, are suggested for future discussion.
 - c. Shannon Runyon volunteered to look into finding a budget for the Staff Council.

Adjournment: Co-Chairs

The meeting is adjourned at 11:00 a.m. with a motion and second from M. Bouchey and V. Thomas, respectively.