

1-3-2013

Staff Council Employee Life Committee Meeting, 1/3/2013

UNM Staff Council

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**EMPLOYEE LIFE COMMITTEE
MEETING AGENDA**

Meeting Notes

Thursday, January 3, 2013

- Welcome / Introductions
 - Terry Horger, Sustainability Studies Program, Co-Chair ELC*
 - Emily Arzate, Biology/HR, Co-Chair ELC*
 - Suzanne McConaghy, Research Specialist/Peds/Neonatology*
 - Marie St. Claire, Assoc. Dean, Student Health & Counseling*
 - Anne Burtnett, Graduate Resource Center*
 - Amie Ortiz, Purchasing/FSM*
 - Daniel Weems, NMEL*
 - Pamina Deutsch, Policy Office*
 - Marjorie Crow, Art & Art History*
 - Carla Sakiestewa, Cancer Center Research Admin.*

- Review and approve December 6th meeting notes; including any questions regarding the Mission Statement developed for the ELC.
No changes

- Results from Happy Tails donations
Donations were about the same as 2011

- Catastrophic Leave (Cat Leave) Program for UNM Staff:
 - Review letter written by Suzanne McConaghy
 - *Changes need to be made to the questions so HR can answer the questions. (See REVISED letter to SC Exec Committee...attached.)*
 - *Need to create an electronic database in order to track who is applying and for what reason.*
 - *Need to go back to Cat Leave donations*
 - Did UNM SC Executive Committee receive answers to the questions put forth in the letter (due by December 21st)?
 - *It does not appear that the letter was forwarded.*
 - *Resubmit with changes to the questions for 1/8 meeting; have SC Exec submit to Elaine Phelps on 1/9 with a request to provide the information by February 5th; or extend the invitation for couple of committee members to*

meet in person to get the data requested—at Elaine Phelps' convenience.

- *Why should HR Benefits work with SC? Explain the benefit to them and to staff.*
- *Suggestion: Consider creating a committee of staff to make decisions about which employees should be awarded cat leave. These staff members would have to go through HIPAA training.*

- *What policy changes are necessary?*

The ELC will keep Pamina Deutsch in the loop with regard to the information/reply received for request from HR Benefits. Once there has been discussion among the ELC, we will either communicate potential policy changes and/or invite Pamina to participate in another ELC meeting.

- *Other discussion, suggestions, comments, etc.*
- ***Next meeting scheduled for Thursday, February 7, 2013 at Noon at the Faculty/Staff Club***