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University of New Mexico
STAFF COUNCIL MEETING

April 19, 2005

Members Present: Roberto Agüero, Ann Armendariz, Sabra Basler, Steve Borbas, Nora Boyer, Don Burge, Patricia Carter, Lou Castillo, Cyndi Dean, Theresa Everling, Barbara Gabaldon, Blanca Garcia, David Groth, Steve Jaramillo, Wayne Knapp, Susie Kuenzler-Krebbs, Lisa McHale, Wayne Mannion, Alan Morgan, Mark Ochsankohl, Elmo Riggs, Tom Rolland, Carlos Romero, Fred Rose, Marie St. Claire, Patti Sanchez, Vanessa Shields, Mimi Swanson, Mike Swick, Helen Trujillo, Carole Vollbrecht and Kimberly Waesta.

Members Excused: Sally Bergen, Bettie Kachele, Kathy Meadows, Carol Sanchez and Sara Simon.

Members Absent: Evan Brown, Judith Davis, Matthew Elbrecht, Janet Luarke, Paul Perea, Jennifer Prevost, Ruly Rico and Tim Wawrzyniec.

Guests: Susan Carkeek, HR and Susanna Gilbert, CDC.

1. Call to Order: Speaker Carole Vollbrecht: Regular Meeting of the Council: at 1:05 PM, quorum is established

2. Approve Agenda: Speaker: Changes are offered, they are approved and the amended agenda is approved as amended.

3. Approve Minutes: March 29, 2005: minutes are passed without any changes.

4. New Business: 2005 Grade Elections:

- a. Elections Approval: Don Burge, Rules and Elections chair refers Councilors to the grade election official results handout. Twenty~four Councilors were elected by grades, leaving 6 grades open. Don moves approval of the 2005 Grade Elections and the motion is seconded. Discussion: Don states that some open Precinct slots have been filled by non~elected grade candidates and he further clarifies that only a staff person of a specific grade can cover that same grade. The vote is called and the motion passes.
- b. Elected Grade Councilor Approval: After reading the newly elected Councilors names, the Speaker calls for a motion to approve and the motion is seconded. The vote passes. Councilors are welcomed to the Council and asked to please join in on discussions, please vote and be sure to state your name and Grade prior to speaking for minute's identification.
- c. Precinct Councilor Approval: After reading the newly appointed Precinct Councilors by name, the Speaker calls for a motion to approve the appointments and the motion is seconded. The vote passes. Councilors are welcomed to the Council and asked to please join in on discussions, please vote and be sure to state your name and Precinct prior to speaking for minute's identification.
- d. Destruction of old election materials: Don moves approval to destroy election materials dated from 2004 and back and the motion is seconded. The vote passes.

5. Old Business:

- a. Employee Rights and Policy Review: UBBP 2200: Reporting Misconduct and Retaliation: Don Burge, committee chair: There is a handout that addresses our proposed changes to this policy-we proposed that an inspector general office get established under the Audit Department. This is presented to you today as an information item from the February Council meeting-we have only received comments from one person to date and will edit all comments at once. Please read and comment to dburge@unm.edu. We meet the first Friday of the month in 352 in Hokona at 1:30. Call for questions and none are forthcoming at this time.

b. Resolution 2005-#1: Wayne Knapp, Parking Committee chair: reads this as presented last month to the body:

1. WHEREAS new building construction projects generally start on an empty
2. lot that is most likely a parking lot, and
3. WHEREAS such projects inevitably reduce the number of parking spaces on
4. campus:
5. THEREFORE be it resolved that the Staff Council requests that new construction
6. projects be required to consider the impact on parking and alternative solutions to
7. the loss of parking spaces: such consideration should include the possibility of
8. including either underground parking or parking above ground level as part of
9. the building construction: and
10. BE IT FURTHER RESOLVED that all new building construction be required to
11. include handicapped parking service, vehicle access and parking as elements of
12. the construction project.

Copies of this Resolution shall be sent to President Caldera: Associate VP for Facilities Management Steve Beffort: Director, Facility Planning, Roger Lujan and Associate VP, Auxiliary Enterprises, Dupuy Bateman.

The Speaker calls for a motion to approve, it is so moved and seconded. Discussion is called and it is asked if we want to limit this to new construction and consider remodels/renovations that happen. Wayne replies that often renovation happens on an existing pad and they are not so much taking spaces as they are adding on to the renovation. Now, during construction parking can be impacted and hectic-but this happens as we progress with renovations. New buildings need to have parking on the plans from the very beginning as opposed to it being an after thought.

Steve Borbas, G14, states that the university recently had another parking/transportation study done and the results are in and we should be hearing about it very soon. Previous consultant reports would echo this resolution, however. Wayne states that he is guessing that consolidation of parking services around the entire campus community is most likely in the recommendations. The vote is called and the resolution passes.

c. Resolution 2005-#3: Steve Borbas for Work + Life (W+L) Committee: this comes out of a request we received from the regents-specifically Academic Student Affairs committee. The chair of this committee, Laurie-Mellas Ramirez made a presentation to this regents committee on the initiatives of this committee and this is an effort to get W+L policies recognized and in place on campus. After her presentation, a number of regents suggested that we come back to them with a resolution asking for them to embrace this concept of balancing W+L. Many members of this committee wrote this resolution and the importance of this is that we would like to present this at the May ASA meeting and the support of the regents would make this a strong component of the university-we are all affected-students and faculty as well. This effort is a national effort that has caught on like wildfire..this asks the regents to embrace policies and practices that support balancing W+L on campus.

Much discussion ensues and after several amendments that are approved, or defeated, line-by-line, according to Council protocols the vote is called on the main motion and the amended resolution passes with voice vote. The resolution, as amended, is approved:

1. WHEREAS the University of New Mexico respects the diversity of its faculty, staff,
2. and students and values the importance of its faculty, staff, and students in carrying
3. out the mission of the University (Board of Regents Policy Manual), as they “create, apply, and
4. disseminate new knowledge and creative works; provide services that
5. enhance New Mexicans’ quality of life; promote economic development; and advance understanding of 6. the world, its peoples and
6. cultures,” (UNM 2001 Strategic Plan), and
7. WHEREAS the University of New Mexico Staff Council, recognizing the needs
8. that exist for faculty, staff, and students struggling to balance the multiple
9. demands of work and life, established the UNM Staff Council Work+Life Committee
10. (September 16, 2003), and
11. WHEREAS the University of New Mexico Staff Council and UNM President Louis
12. Caldera acknowledge that healthy Work+Life balance enhances the recruitment,

13. retention, morale, wellness, and productivity of the UNM faculty, staff, and students
14. (Staff Council meeting, July 20, 2004),
15. THEREFORE, BE IT RESOLVED that the UNM Administration actively promote
16. Work+Life initiatives as they relate to university policies, procedures and programs, as
17. elaborated upon in the Staff Council Work+Life Report (May 28, 2004),
18. AND BE IT FURTHERMORE RESOLVED that the University of New Mexico
19. Administration encourage and hold accountable, managers and supervisors to seek knowledge
20. of Work+Life principles and actively promote them in the workplace.

Copies of this resolution shall be forwarded to President Caldera and the UNM Board of Regents.

6. President's Report: Steve Borbas: Welcome to new Councilors. One of my functions is to attend all regents meetings and to report back to you on those and any other meetings that are relevant. We presented at the 2005 Budget Summit and have a few handouts of our Scenario~ E proposed budget for you-E standing for "Employee". The staff team was the only one to contribute a budget at the summit-many of our points were heard by the administration ..we proposed a 4% comp increase; we proposed a 9.0% tuition increase (our rates in tuition are very low and this is well documented). The administration recommended a 9.9% tuition increase and a 4% comp increase-but this is not a true number. Newly imposed legislative staff contributions to ERB (.075%) must come out of this pool, lowering comp to 3.025%. One of our mantras is "people, not projects".

Brief review of other Scenario E line items is presented by Steve, noting that the team worked together for three weeks pouring over details and data-this team was led by Loyola Chastain and included members of the Council's Compensation Committee as well as members of the Faculty Staff Benefits Committee. We are very proud of Loyola and our presentation and we continue to receive accolades for her presentation on our behalf.

The president of the Council-as well as the president of the Faculty Senate-sits on the Academic Student Affairs Regents committee as a full voting regent-this is a relatively new development. One of my initiatives is to show off the staff and have presentations that reflect staff -in general-as well as the Council. The first of these presentations was the W+L presentation then the Rewards and Recognition committee, led by co~chair Theresa Everling, presented on staff awards and the second Celebrating Staff Week coming up in June. This month I hope to present on Staff as Students and Staff as Teachers.

An ad-hoc committee of Executive Committee members is going to meet to look at our committees-how you function, what help you need, what is working and what is not. Committees do 90% of the work of the Council and today we have sign up sheets for you and please join a committee...it is the duty of all Councilors to participate in committee work.

Another ad-hoc committee of the Executive Committee is looking at conflict management issues on campus for staff. We are slowly gathering material from Zane Reeves class last semester that took this on as a project.

At this time I would like to thank some people who have really helped me with my term in office..this has been a wonderful opportunity and experience for me. Thank you to Loyola Chastain for her Budget Summit leadership, to Wayne Knapp for coming up with cool ideas, to Carole Vollbrecht for keeping us in order, to Glen Effertz, on leave from UNM, for asking the challenging questions as an Executive Committee member, to Adam Hathaway (our Parliamentarian) for keeping us out of jams, to Ann Armendariz who kept us ethically responsible and to Kathy Meadows for her constant encouragement and enthusiasm. I wish those Councilors that aspire to higher office on the Council continued success. Thank you to Karin in the Council Office as well.

7. Executive Committee Report: Sabra Basler: reports that Steve covered actions of this committee in his report.

8. Speaker's Report: Carole Vollbrecht: Susan Carkeek, HR and Susanna Gilbert, chair Career Development committee (CDC) are with us today. HR has announced that Catastrophic Leave is open now and is an opt out benefit..you are in unless you opt out. This is a great plan and participating is very worthwhile.

Next month we will elect a new Executive Committee (EXEC)-8 members- and today we can open the nominations and we will take nominations for the next 30 days-via email- and from the floor at the May meeting as well. Job descriptions are in your handbook and there is a discussion of each office; the time commitment is covered in Big Red for time release-also found in your handbook. This past year we have met on most Tuesdays from 12:30 to 1:30 and this can be changed to accommodate the needs of the new EXEC. If you are interested in serving, be sure to discuss with your supervisor as it relates to your time and Council commitments.

Nominations for President: Sabra Basler, current president-elect, is nominated by Barbara Gabaldon

Nominations for President-elect: Ann Armendariz is nominated by Mimi Swanson

Nominations for Speaker: Mimi Swanson is nominated by Barbara Gabaldon

Nominations for Treasurer: Marie St. Claire is nominated by Barbara Gabaldon (Mimi declines a nomination for this office)

Grade at large reps: Kathy Meadows, G7, is nominated by Ann Armendariz

Steve Borbas, G14, is nominated by Ann Armendariz

Precinct at large reps: Tom Rolland, P2, nominates himself

Fred Rose, P12, and Lisa McHale, P5, are nominated by Sabra Basler

Once again, at our May meeting we will open the floor for nominations again and will also hold elections then for the EXEC. One more reminder to sign up on committees-the sign up sheet is going around amongst you.

9. Committee Reports:

a. Rewards and Recognition: Theresa Everling: We met with CDC and scored for the Staff as Students Manager Award and we received 19 nominations this year. The ceremony is May 26 from 3~5 in the SUB Lobo Room. We are gearing up for Celebrating Staff Week and presented this at the ASA regents meeting recently. They were pretty impressed with our awards and initiatives. The Jim Davis Award is coming up-this is to recognize a Councilor or committee member that has served the Council in an outstanding manner..this is presented in June. Forms are online and available here too.

Today, I need to ask the Council to approve moving the June meeting to accommodate Celebrating Staff Week. We would like to ask you to move it to Tuesday, June 7 instead of June 21. It is moved, seconded and the vote is called; the motion passes. So, Tuesday 6/7 is our meeting-Marking 15 years of service to the UNM Community and we are having a luncheon and a keynote speaker as well as presenting the Jim Davis Award.

b. KUNM Radio Board: Ann Armendariz: Ann speaks first to the importance of joining a committee...and encourages new Councilors to join one. The radio board meets the first Tuesday of the month and we have 4 new community members joining us as a result of recent spring elections. We have provost appointments that are up for reappointment so we are in a flux at this point. We have an ad-hoc committee looking at an investigation on a work related issue and trying to work with management on communications with staff and volunteers. We are also preparing bylaw changes for presentation to the regents for approval. Many of us answered phones as volunteers during the spring fundraiser but we do not yet know how successful that was. The chair of the board is submitting our annual report to the provost. Program review and changes do need to come to the board, per bylaws.

c. Career Development: Susanna Gilbert: Our committee wishes to formally support the proposed Tuition Remission Survey as presented to us by Mimi Swanson a while back..and we support it going forward. The committee meets monthly and have been in discussions with our counterparts at the branches regarding our assigned issue of job classification inequity at branch campuses. We have had conference calls to Taos, Los Alamos and Gallup and will be talking with Valencia next. We thank David Groth for getting all our minutes up and you can read all about what we are doing-as well as details about these calls-and see what we are up to.

In 2004 we drafted a proposal for the Service Academy and this body approved it; it went forward to HR and we are currently waiting to hear back from EOD on our request for a status update-we had hoped to give you a progress report today. We are looking forward to seeing how it is coming out and to see if we need to reexamine it to see if our original intent is still in tact-we worked a great deal with PPD and Housing and need to be assured that our intent is still reflected. We hope that in the next month we will get a response. There was a story in Campus News a few issues ago and we are looking forward to an update to our committee from EOD.

10. Councilor Comments:

Ann Armendariz, G8, states that committee work is also open to staff-not only elected Councilors.

Alan Morgan, G9, asks for a detailed treasurer report next month; a corrected membership list for contacting each other and asks the Legislative Committee to prepare an analysis of votes at the roundhouse-legislator by legislator; he states that he is on this committee.

Nora Boyer, G11, asks Susan Carkeek to clarify the staff's ERB contribution and how is this going to help the plan? Susan replies that this is a change in state legislation this year and all members of ERA are impacted. All employers will have .75 increase per year for 7 years-quite an escalation factor to it. The employee contribution is going up .075% for 4 years-the combination of the two is about a 5.25% total increase and will bring total contributions from 16.2% to 21.5% to the plan. When the legislature did the allocation for K~12 (primary members, school teachers), they allocated compensation for these members in 2 components. They gave them 1.25% salary and .75% for retirement/ERB contribution...they itemized the two pieces. At the university, they gave us a 2% comp increase with the same effect-understanding what it would have done for us is 1.25% for comp and .75% for retirement so, the net result is that we will be getting some funding to cover that, but not what we had hoped.

11. There being no more business, the meeting is adjourned at 2:40 pm.