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UNM Staff Council

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University of New Mexico
STAFF COUNCIL MEETING

June 7, 2005

Members Present: Roberto Agüero, Ann Armendariz, Sabra Basler, Nora Boyer, Patricia Carter, Cyndi Dean, Matthew Elbrecht, Theresa Everling, Barbara Gabaldon, Blanca Garcia, David Groth, Steve Jaramillo, Bettie Kaehele, Wayne Knapp, Susie Kuenzler~Krebbs, Wayne Mannion, Kathy Meadows, Mark Ochsankehl, Ruly Rico, Tom Rolland, Fred Rose, Marie St. Claire, Patti Sanchez, Vanessa Shields, Sara Simon, Mimi Swanson and Helen Trujillo.

Members Excused: Sally Bergen, Steve Borbas, Don Burge, Lou Castillo, Lisa McHale, Alan Morgan, Carol Sanchez, Mike Swick, Carole Vollbrecht and Kimberly Waesta.

Members Absent: Evan Brown, Judith Davis, Janet Luarke, Paul Perea, Jennifer Prevost, Elmo Riggs, Carlos Romero and Tim Wawrzyniec.

Guests: Susan Carkeek, HR; Loyola Chastain, Budget Summit Committee.

1. Call to Order: Speaker Mimi Swanson: Regular Meeting of the Council: at 1:45 PM, quorum is established (Meeting is held after Celebrating UNM Staff Council luncheon.)

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

3. Approve Minutes: May 17, 2005: minutes pass with one attendance correction.

4. Presidents Report: Sabra Basler: EXEC now meets on Thursdays at noon and we are going to rotate our meeting sites and will post this on our site. I attended the Regents' Advancement Subcommittee Meeting; other attendees included Communications and Marketing from both main and HSC campuses and Public Affairs from HSC and both campuses; Alumni Relations; Government Relations and associate vp for research.

I sought self-nominations for the HSC VP search-thank you to Susan Carkeek/HR for including us on the committee-and Barbara Gabaldon was selected by the committee. I also had a request for a Councilor to serve on the Executive MBA Scholarship selection committee and forwarded Sally Bergen's name on for that committee and she was selected to serve. If you have an interest in serving on any of these types of search committees, please send me your info to have on file...sometimes the turnaround time can be short...we would like to get a pool established.

Today, you have a copy of the first report submitted for the agendas for the ASA Regents Meeting~thanks to committee chairs for getting the info in. There is a two~week lead time that we have for submission and we need to edit/format our submission. We solicited funds for the Work+Life Committee and the treasurer will address this in her report. Things not accomplished in the first two or three weeks include transmittal letters for the W+L resolution and misconduct and retaliation policy we passed last month. Staff Week so far has been wonderful and congrats to all working on that. Call for questions and there are none.

5. Executive Committee Report: David Groth: We have met twice; we are now meeting on Thursdays and this week will not meet due to Staff Week events; June 16 we will meet in HSC Library room 226 at noon. We are discussing some by-law changes and are looking at changing the pres~elect to vice~president for clarity. It is mentioned that the regents would have to approve changes to the constitution.

6. New Business: Proposal today on forming the Budget Summit Committee as a full committee from its current ad-hoc status. Loyola Chastain, 2004 and 2005 committee chair, is introduced to make the presentation and reads:

"WHEREAS the UNM Staff Council has determined that issues related to the UNM Budget Summit are proper concerns of the Staff Council,

THEREFORE, be it resolved that the Staff Council this day of _____, hereby

Creates a standing Budget Summit Committee. The committee shall have as its mission or scope of work to study issues related to the budget scenarios proposed by the UNM President and shall make recommendations and will report on these recommendations to the Staff Council.

Membership on the Committee shall be as provided for in the Staff Council By-laws."

Call for questions and there are none. This charter will come up for vote by the Council in July.

7. Speakers Report: Mimi Swanson: Introduces guests Susan Carkeek, director of Human Resources and Associate VP Business and Finance and Loyola Chastain, past chair of our Budget Summit Committee and Compensation Committee.

The Speaker assumes the responsibility for setting up an orientation for all new Councilors and we are planning that for the near future...this gives you our history, highlights of accomplishments, constitution and by-law review and discusses committees and gives you an opportunity to speak with long-term Councilors. This is a great time for us to meet and discuss your ideas on and for the Council. We will do this for the Executive Committee as well. Another function of my job as Speaker is to make sure that committees are functioning well..with as many members and the tools they need. This year I am trying something new and if you would like me to come and visit you and your department/staff about our committees and try to recruit new members, please contact me.

8. Treasurer's Report: Blanca Garcia: The W+L committee has requested \$500.00 as part of an honorarium that will total \$3,000 for Ellen Galinsky. She is a nationally known expert on workplace issues and they have invited her to present a workshop for the public about flexibility in the work place as they relates to the different generations in the work place. She is already scheduled to be in area doing another function. The W+L Committee has solicited the balance of the honorarium funds from Sandia Labs, HR for the city, Chamber of Commerce, UNM HR and President Caldera This will be held at Continuing Ed on July 12 at 6:00 PM. Call for discussion and vote. Barbara Gabaldon, P17, asks who the target audience is and it is stated that it is the public at large as well as businesses in town. The committee feels it is time to partner with other community organizations and agencies to bring both the public and private sector together. Getting the honorarium is pivotal to the rest of the event's timeline getting set up. Barbara Gabaldon, P17, moves to approve the request; the motion is seconded. The vote is called and the motion passes.

9. Committee Reports:

a. Rewards and Recognition: Theresa Everling: We met to review the nominations for the Jim Davis Award-we had 10 nominations total and 6 nominees and Kathy Meadows was this year's winner-she has served on the Council for 15 years and 14 years on the Rewards and Recognition Committee and currently serves as co-chair with me. She has served as co-chair of W+L as well and is very deserving of this award...we presented it to her today at our luncheon. The Staff as Students ceremony was May 26 and Pam Hurd-Knief won the Manager's Award. Celebrating Staff Week is currently underway and watch for our daily eNEWS announcements. The Isotopes ball game is all sold out. Blanca Garcia, P7, then reported on the very successful Staff as Students ceremony where she and another committee member Bill Bloom served as MC's. She thanks Susan Carkeek, Helen Trujillo and Bev Adele for organizing the event and recognizing the achievements of these staff members who realized their dreams.

b. W+L: No report today: Discussed Ellen Galinsky event earlier in the meeting.

c. Communications: David Groth: This committee is sort of free form..we communicate via email...please join us if you like..the new web site went live May 16. We have been working on this for a while and continue to make current info available to the site. We have been working with CIRT and have a new web address-staff.unm.edu- and this makes it easier all the way around; we are also working with them to see if we can track stats to see what people are looking at on the site.

d. UNM IT Cabinet Report: David Groth: Bill Atkins, UNM's CIO, is working with staff involved with IT to try to find some direction-to make sure that we are working effectively and efficiently with the funds that we have received for IT from the state. One thing that surprised me was the fact that last year we spent over 100 million dollars on IT-salaries, hardware etc. Of that, only 11 million went to CIRT..which is the main body for IT. Where do the rest of the funds go? Are we using funds effectively? How can we better utilize that money? What is the environment that we have right now? What IT services are critical to our university mission and what are not?

We meet 1st and 3rd Thursday at 7:30 am in the SUB and we have asked to have a member on the committee as well as a backup person-big mandates and decisions on computers and services will be forthcoming. Cyndi Dean, P15, offers to be the back up and asks who else is on the committee. David replies that Dupuy Bateman, Ron Margolis, Holly Buchanan, branch campuses also have representation-10 full members and 6 ex-officio members....most being high level directors. Cyndi asks if they will then communicate with the different departments on campus-David says he would think so but now they are trying to answer "what do we have?".

10. Councilor Comments: Patty Sanchez, G7, states that she has had emails from a few of her constituents that are part time employees and they have asked her why their insurance premiums are based on full time salaries instead of their actual salary. Susan Carkeek, HR, replies is that we have done for our part time employees is pro rate their benefits so they pro rate in the FTE in stair steps with only three employer's contributions-100, 75 and 50%. So there are fractions within that..say you work .68 FTE (68% employee) your contribution drops to the next lowest level, in this case 50%. So, when the employer portion is pro rated, the employee picks up the balance. The calculations for salary brackets is based on a full time salary, so if a person has a full time salary of 40,000 but you work ½ time so your salary is 20,000 your contribution is at the 40,000 dollar level. This is policy-this is the way they have been structured- we were last asked about this 4 or 5 years ago and priced out what it would cost to give part time employees the same employer contribution as full time and it is an expensive addition to our health insurance plan...it is something that would be a good thing to do, but it does cost money and it really affect only an small number of staff and when you look at what we have tried to do with our benefit dollars-we want to spread them to affect as many staff as we can...for example, the change on the regents agenda this month for the budget approval that would increase the employer contribution for staff making between 25,001 and 34,999 a year. This will affect 1700 staff and this is a lot of staff..this part time plan would cost more than this and affect, maybe, 200 staff. If a part time staff person's full time salary falls in to this new tier, they will benefit from this new change. The employer contribution to insurances is pro rated, based on FTE; the employee makes up the difference in costs. Changes in this policy can get suggested through Staff Council and or the FSB with the ultimate decision costing money and this must be factored in with all the other benefits increases and enhancements that the university would like to do. Patty states that she feels that the level of health insurance part time staff gets is the same as full time staff-100% coverage and if they want coverage to reflect their part time employment then they need a " 75% insurance policy".

Ann Armendariz, G7, states that Patty's constituents should also know that many part time employees in other companies/businesses do not even get benefits. Faculty that teach part time don't get any benefits and as staff we need to recognize that we do get benefits that many faculty don't-if my voice were to be heard, it would be to support these members of the university community before we look at enhancing members that already have access to benefits.

Susan Carkeek states, as a reply to a specific salary scenario, that we are approaching that time of the year when staff contributions goes up more than their raise and it is one of the downsides of the schedule that we use, but it can impact full time staff as well..the idea of the schedule is to provide greater employer contributions for the lowest paid people. Cutoffs are going to impact staff falling one side or the other. This is an unintended consequence of the practice.

Roberto Agüero asks about universal coverage and Susan replies that statues would need to get changed-we are trying to gradually increase the employer contributions to the max 80% as we have funds available. Staff has always told us to put as many dollars as possible in to salaries, so we try to chip away at the contributions but it is small steps. Roberto asks what is the difference between the money set aside for salaries vs. the amount it would cost to cover the remaining healthcare populations of those without or under insured. Susan states that her guess is 13 million dollars to do everybody's health insurance and the money we got for raises from administration-every 1% salary increase costs several million dollars. If that is an issue you want one of the committees to look at we can provide them the data. It is a fixed pool of money and if you put it in salaries or benefits-that's the yearly debate.

Sara Simon, P26, asks about a "hold harmless policy" where a staff person's raise cannot impact their current take home salary after health care increases are deducted. Susan states that while this sounds like a good idea, it is impossible to have such finite details for employer contributions for each employee-it would get impossible to administer. You cannot turn down a salary increase and in the long run, that is what builds your increase...builds your base salary.

Mimi Swanson states that last year we made quite an impact at the Budget Summit with our presentation, in support of the idea from the FSB and under Karen Mann's leadership. The committee tallies ideas from staff and if they come back and say they want benefits positively impacted, that is our charge. It is up to FSB and BS to crunch the numbers-the pie is only so large. Last year Loyola, Sabra and Karen were able to crunch numbers and come up with \$165,000 to suggest the third tier of insurance that we are hopeful the regents will pass.

Tom Rolland, P2, states that the Compensation Committee is also looking at FTE vs. benefit calculations and we are hopeful that the new banner system can play an important role in readdressing pro-rata of hours vs. benefits.

Matt Elbrecht, P14, asks if it is possible to have Ovation Series costs deducted from payroll deduction. Mimi states that she will take this to the FSB committee. Theresa Everling, G8, asks that the university look at this as a possibility for all benefits..like classes.

11. Adjourned at 2:20