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University of New Mexico
STAFF COUNCIL MEETING

September 20, 2005

Members Present: Roberto Agüero, Ann Armendariz, Sabra Basler, Sally Bergen, Bill Bloom, Steve Borbas, Nora Boyer, Don Burge, Patricia Carter, Cyndi Dean, Barbara Gabaldon, Blanca Garcia, David Groth, Wayne Knapp, Susie Kuenzler~Krebbs, Lisa McHale, Kathy McKinstry, Wayne Mannion, Kathy Meadows, Alan Morgan, Tabia Murry, Ruly Rico, Elmo Riggs, Tom Rolland, Fred Rose, Marie St. Claire, Patti Sanchez, Vanessa Shields, Mimi Swanson, Helen Trujillo, Carole Vollbrecht and Kimberly Waesta.

Members Excused: Matthew Elbrecht, Theresa Everling and Sara Simon.

Members Absent: Lou Castillo, Judith Davis, Steve Jaramillo, Bettie Kaehele, Janet Luarke, Mark Ochsankohl, Paul Perea, Jennifer Prevost, Carlos Romero, Carol Sanchez, Mike Swick and Tim Wawrzyniec.

Guests: Adam Hathaway, Parliamentarian; Loyola Chastain, Work+Life; Helen Gonzales, HR and Elsie Baldwin, Gallup.

1. Quorum established Speaker calls meeting to order at 1:05.

2. Approve Agenda: Motion to delete ABQ Reads from New Business; to add Loyola Chastain: Provost initiative in New Business and Kathy Meadows will give the Rewards and Recognition report. The motion is seconded, the vote is called, and the amended agenda is adopted.

3. Approve Minutes: August 16, 2005: Motion to approve is called and seconded. Corrections are called for and Barbara Gabaldon states she is marked as excused but did attend. The vote is called and the corrected minutes are adopted

4. President's Report: Sabra Basler: The staff membership on the FSB Committee expired June 30 and I'd like your approval to appoint: Councilors Barbara Brown Gabaldon and Patty Sanchez and staff members Loyola Chastain, Mary Cromer and Roberta Mennicucci. Motion to approve is called and seconded; discussion is called and there is none; the vote is called and the motion passes.

At the last regents meeting was the retraction of the bonus plan for certain administrators-that does not mean they lost the bonuses they were given this year-no future bonuses.

It was great to work with Bernadette Sanchez on ABQ Reads and she is an APS employee as well as a legislative representative and is a member our ERB. This was a successful first contact with her.

Evalynne Hunnemuller did respond to our request for information on ERB and she believes the fund will be in excellent shape in 2012. I recently attended the Permanent Fund Task Force committee meeting and I was the only UNM presence there-we need a presence at these meetings, especially when they are so close. At this meeting the heads of ERB and PERA compared funds to the task force members and audience members-PERA had many guests attending. At this meeting they discussed various types of retirement/contribution plans. One interesting issue brought to the floor was the possibility that discrimination in classes of retirees that the legislature has allowed to continue. Task force members were under the impression that people in ERB do not work as many hours as the people in PERA...they were looking at payouts based on hours worked. Evalynne did not stand up for us on this-clearly, we have a lot of education to do in this regard to let them know that we work just as long and hard as our state and city counterparts. Right now our fund is funded at 70% of our actuarial liability and this has gone down

5% since last year but the legislature cannot enhance/increase our benefits based on a statute that will not allow this to happen until the fund is properly funded. We do have some work to do on this issue.

Recently the administration included us in an audit of governance of the university and this was a candid discussion of different issues regarding communications, ethics and ethics policies. We had submitted our proposed misconduct policy changes to David Harris months ago and he called a meeting to discuss this that I did attend. David Harris, Debra Yoshimura (Audit), Carol Stephens (UBPPM), Jean Bannon (U. Counsel) and also were there. Some of our ideas were not well received but they have agreed to rename the policy a whistle blower policy; they believe the Internal Audit function has been in place since 1994 and should remain in place-no new staff would be hired. Mr. Harris did say that protecting people in lesser roles is very important. We discussed timelines, reporting and retaliation and it was stated that if a staff person was going to whistle blow they needed to do it ASAP as it is too difficult to prove retaliation by a supervisor after the fact. Also discussed was the poor coordination of certain aspects of the current policy and to this end Audit will become the gatekeeper. Fiscal issues are reported to Audit; safety issues are taken to RSHEA and there are 12 to 15 different areas where illegal or unethical reporting can be done on campus, so a committee is to be formed with reps from all areas and we will also have a member. David Harris thanks us for bringing to his attention the fact that the policy was outdated and that improvements can be made.

Buckener Creel, president of GPSA, and I had a conversation about the advantage of being in his office for a second term-I am working with David Groth to have him go to meetings that I cannot attend and this will greatly ease him into the break in period.

The Executive Committee gave Walt Miller an award at the Academic Affairs meeting to thank him for his help with our staff recognition week this summer. Call for questions and there are none.

5. Executive Committee: David Groth: We discussed legislative and ERB issues; we preplanned the meeting with David Harris; we are having an ongoing discussion about: What is the Staff Council doing? What are we? What does it mean to the people we represent? This comes from different constituent discussions that indicate they have no idea what we do-so, in the next month or so we are looking at that with an eye to marketing ourselves and defining what we really are.

On September 13, I attended the regents meeting for Sabra; Regent Brown noted our award to Walt Miller and recognized us again; Hodgin Hall has been designated for exclusive use for the Alumni Association for their Alumni Center; Dr. Paul Roth has been appointed to an interim VP position at HSC and Scott Sauter is interim General Counsel. President Caldera's new salary was approved. There was a Tribal Summit, the first, and this was a fantastic event.

I met with Chris Smith, Faculty Senate President, and we talked about changing to a single path by getting our mutual governmental committee's to discuss strategy for this year's legislative session. Call for questions and there are none.

6. Committee Reports:

a. Rewards and Recognition: Kathy Meadows: Gerald W. May Outstanding Staff Award nominations are open. The ceremony is 12/7 in the SUB Ballroom C from 3 to 4:30 PM. We hope to have three to five winners this year and they will receive a cash award, a plaque and be added to our perpetual plaque. Forms are on the website, passed out to you now and deadline is 9/30. Call for questions and there are none.

b. Career Development: Ann Aremendarez: Handouts, dated 8/18/05 from EOD, are an update on the Service Academy. In August we discussed if ESL was appropriate for EOD. Note bullets on the back of the handout: the first states that there are resources available and staff should use them and perhaps we should encourage staff to take the initiative to do that. The second is a dual track offering ESL separately and another track for work skills. The third bullet suggests a separate ESL from Academy concept; Academy to focus on work/career skills.

At our September meeting EOD rep. was not there but Continuing Ed did and they presented us a draft proposal for an ESL Academy and talked about using a national standards test to evaluate current levels and to bring up literacy not only of English as a second language, but native speakers who may need help with literacy before they would enter the Service Academy. We were excited about the draft proposal and our committee needs to figure out where we are going on this and we may come back to you for support. Anne Mayer has a copy of this draft; Councilor Helen Trujillo is going to be working with Ann at EOD as well, and this is a good contact for us to have. We hope

that the ESL portion would be in place by January~the literacy standard would help get them into the Service Work+Skills Academy. Call for questions and there are none.

c. KUNM Radio Board: Ann Armendariz: Five vacant positions, faculty and student seats; still working on by-laws; had a situation where a program was approved to air that has aired locally on commercial radio-in violation of our charge for programming -so a letter has been drafted to them to see why this has happened. Digital broadcasting is involving a new transmitter, new antenna, and a whole new 24 hr. stream of broadcasting..we have been asked to come up with some scenarios. Sabra asked me why there is a "yellow alert fund raiser". ...this is an additional amount to pay for new production consoles-the recent remodel had no funding for equipment. They are seeking \$80,000 for equipment; the other is for \$55,000 for the new station in Española. Call for questions and Mike Swick asks if the manager has explained why they bought a station in Española~Ann states that she believes it is to expand services to that area as a UNM initiative but she will check. Mike also asked if the board has been asking him about it and Ann replies that the board serves as advisory for programming.

d. EOE Search committee: Ann Armendariz: After serving on this committee I reported back to the EXEC that we need to help Councilors chosen to serve with some resources so they can understand the expectations, be prepared, have good information. The EXEC is beginning to compile an info/resource sheet; they have met once already. It is important that we serve on search committees and it is good that we are being called to serve-but we need to be fully prepared. ...as an hourly employee there are lots of issues-serving is a lot of hard work and we need to understand what 's involved, the investment, involving our manager's and making sure they understand and are supportive.

One thing that really disappointed me was that there were no Councilors at the open forums. Karin attended the first one and then I attended the next-but that took additional hours from my schedule when I was already involved in interviewing, etc. If we want to be apart of a process and we don't participate, that looks pretty bad and it is important that we have a voice. The Council office sent out the open forum info and it was on the UNM News Minute too, so we need to take advantage of these opportunities. This is something that we can do for and with our constituents too.

7. Old Business: None forthcoming

8. New Business: Speaker Swanson:

a. By-laws revision: The EXEC is asking for a by-laws revision to Article III, section 4 adding the UNM Retiree Association to our list of groups that we serve as liaisons with. Motion is made to refer to Rules and Elections, is seconded, discussion is called and there is none, the vote is called and the motion is adopted.

b. Resolution 2005#5 ERA/PERA: Tom Rolland: Compensation Committee presents this for you today. Call for questions/comments. David Groth states that this resolution is not asking for anything specific...we need to say here is what we want...and we need to be careful that we do not ask for something that will cause us to lose benefits, for example, PERA has an 80% cap on the total you can make as a retiree and ERB does not. If we ask for parity across the board, we would lose benefits, at least in that area...we need to be more specific in what we are asking for.

After much discussion on pros, cons, specifics and personal opinion it is moved, seconded, and adopted to send the resolution back to the committee and add bullets to it that state our significant points of contention and bring it back to us for review and vote. Sabra asks the motion to include a highly positive, polished language-complementing legislators for what they did for us last year.

9. Speakers Report Guests are introduced-Loyola Chastain; Helen Gonzales, HR; Elsie Baldwin, Gallup and Adam Hathaway, our parliamentarian and our guest speaker, Fred Youberg.

The Speaker thanks Ann for coming forward with her concerns of staff serving on Tier I and II search committees and we are working on a booklet of sorts for staff.

The Disability Advisory initiative from HR with partnerships with Student Affairs, Office of Accessibility Services and the HSC Center for Development and Disability. We are having an Expo this year and this will be new and exciting.

We are also gearing up for the Work+Life Manager's Award ceremony-the form went out on the web and the deadline to submit is Sept 30; ceremony Oct 25. This is our second year of this award.

Athletics has contacted us about wanting to recognize us at events and the first one is the women's volleyball game this Saturday against Utah-the there is Luau and if you wear a Hawaiian shirt the fee to get in is \$2.00 and faculty and staff get in free...otherwise it is \$5.00 adult/\$3.00 for youth and under to get in. We are looking for 6 staff to have a hula-hoop contest during a break in the game and right now we have one person signed up.

The Student Health Center is having a health fair on Thursday the 22 and there will be free 15-minute massages staff can sign up for.

I met with the Retiree Association and they are active on Medicare Part D, major upcoming changes are ahead for them

10. Guest Speaker: Fred Youberg: Learning Management System: Fred explains this training system that UNM and the hospital will use to track work related classes (not academic) and education. The go live date is Monday Oct 17~this will replace the current Training Central program. This is a net id sign on program; you can add and drop a class and your manager can sign you up for classes to; you will be able to track all your training with this system.

b. Loyola Chastain: the Provost has some new initiatives that he is putting forth this fall. Some task forces have been started and I am working on the one dealing with Hispanic issues. At this time I would like to ask your help in identifying issues that are facing Hispanics at UNM today-students, faculty and staff. Please talk to your constituents, your departments about what issues they can identify-issues at UNM, climate at UNM for Hispanics, etc. My deadline is early October to hear back from you. What is working? What is not working? A report will go to the provost in January and I will be glad to come back to you to let you know what we found. Contact me at Chastain@mgt.unm.edu 7~3147. Call for questions and none are forthcoming.

11. Councilor Comments:

Ann Armendariz: asks if the HR Create EXPO going to branch campuses can come to the Council for a presentation. This is a presentation on campus resources for staff. Karin is assigned to look in to this.

Barbara Brown Gabaldon: I have been selected to serve on the VP HSC search and we have had 1 meeting to look at the job description; search was halted and the decision was made to bring in a consultant to help with the search, so things are moving slowly at this time.

Cindy Dean: states that she has been selected to serve on the U. Counsel search committee; they are well in to the search and are now doing reference checks; excellent pool of candidates both internal and external to the state of NM.. The candidates will soon come to campus.

Blanca Garcia: has been chosen to serve on the Provost search committee

12. 2:30 Motion to adjourn called by Ann Armendariz: seconded and the motion passes.