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University of New Mexico
STAFF COUNCIL MEETING

October 18, 2005

Members Present: Roberto Agüero, Ann Armendariz, Sally Bergen, Bill Bloom, Steve Borbas, Nora Boyer, Don Burge, Patricia Carter, Lou Castillo, Cyndi Dean, Barbara Gabaldon, David Groth, Wayne Knapp, Susie Kuenzler-Krebbs, Lisa McHale, Kathy McKinstry, Wayne Mannion, Kathy Meadows, Alan Morgan, Elmo Riggs, Tom Rolland, Fred Rose, Carol Sanchez, Patti Sanchez, Vanessa Shields, Mimi Swanson and Carole Vollbrecht.

Members Excused: Sabra Basler, Matthew Elbrecht, Theresa Everling, Blanca Garcia, Marie St. Claire, Helen Trujillo.

Members Absent: Judith Davis, Steve Jaramillo, Bettie Kaehle, Janet Luarke, Tabia Murry, Paul Perea, Jennifer Prevost, Ruly Rico, Carlos Romero, Sara Simon, Mike Swick, Tim Wawrzyniec and Kimberly Waesta

Parliamentarian: Adam Hathaway.

Guests: Susan Carkeek, HR; Elsie Baldwin, Gallup: Josh Kavanagh, Parking and Transportation; Dupuy Bateman, Auxillary Enterprises; Clovis Acosta, Parking and Transportation.

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

2. Approve Agenda: Approved as presented.

3. Approve Minutes: September 20, 2005: Motion to approve is called and seconded. Corrections are called for and Cyndi Dean calls for clarification to remarks she made concerning a search committee that she is serving on. Minutes are approved as amended.

4. President's Report: David Groth for Sabra Basler: Sabra is not here today...she is attending her first meeting as the staff rep to the statewide Higher Education Advisory Board. At the Academic Affairs meeting a new endowed chair for the Economics Dept. was approved; also discussion around the accreditation for the architecture program and the student experience dashboard initiative. The November regent's meetings are all cancelled due to a healthcare summit at UH. Sabra is working with the Faculty Senate's Governmental Relations Committee on mutual legislative efforts; she has attended various meetings and social events in her capacity as president.

5. Speaker's Report: Mimi Swanson: October 31 is Halloween and it is also a nationwide Lion's Club event called "Sight Night" and the Council is kicking off a permanent eyeglass recycling program as an offshoot of our successful collection of eyeglasses this summer. We are looking to partner with various offices on campus to set up these permanent locations on campus, and we are partnering with UNM Recycles for this initiative. This is a great community service initiative that will allow staff, faculty, students and visitors to participate. If you'd like to help, contact the Council office. Volunteer opportunity is to work with Mrs. Caldera's Hanging of the Greens community open house event Saturday, December 3. Please contact Mimi to serve.

HR is sponsoring Disability Week and kicked off the week with an expo of agencies that work with persons with disabilities set up at the SUB. There was a guest speaker that was awesome; Mentoring Day is happening tomorrow and there is an "adopt a disability day" on Thursday. You may choose to be deaf or hard of hearing, vision impaired or blind, wheelchair ridden, or cognitive disorder. There will be training, breakfast, lunch and a panel discussion.

Guests today: Susan Carkeek, HR and Elsie Baldwin from UNM Gallup.

6. Executive Committee Report: David Groth: We recently discussed Gerald W. May funding issues; the Higher Ed. Advisory Board nomination process; the HR Work+Life Advisory Board first meeting a few weeks ago.

7. Committee Reports:

a. Career Development: Ann Armendariz: We delayed our meeting until later this month, but we have had some email updates on our Service Career Academy project and have learned that they are moving forward with using

continuing ed for ESL Academy as well as looking at work skills.

b. KUNM Radio Board: Ann Armendariz: We met this week, still down faculty and student board members. Mike Swick had asked why KUNM bought the Espanola station and I learned that it was felt this was a great opportunity to expand the reaches of the station to communities that they currently are not serving. Alan Morgan, asked how much the station cost and Ann replies about \$500,000 and Alan asks how much the station is saying they are behind and in financial distress? Ann states that she reported on this last month and the information is in Zounds as well..she does not have the figures with her but thinks it is about \$50-80,000.

There have been persistent problems with getting the digital antenna installed on the crest so the station is working on that-install delayed until spring, however.

The FCC had waived regs preventing public stations from doing fund raising for other events other than for themselves-this was for Katrina victims. They raised \$5,000 which was matched with another identical amount that was split between the Red Cross and a musician support group for those musicians displaced by the storm.

A motion to withdraw a program that is airing on a commercial station in the KUNM listening area. When the board approved if for airing, the understanding was that it would not be placed on commercial stations. The motion failed. Another motion was taken to try to change the by-laws to not limit volunteer participation. The station has 180 volunteers that help run the station and they feel they should have more of a voice and that motion failed. The board members and the station feel that the board is set up as advisory and to provide community and listener input and allowing volunteers who "work" at the station to participate other than thru their own elected board member (volunteer rep) would keep listeners voices from being heard.

c. Government Relations: Bill Bloom: Met last week; Carlos was there and gave a presentation; you got our minutes by email of that meeting. Generally discussed were this year's revised legislative priorities, with #2 being compensation at 4% including funds for increasing costs of healthcare coverage. We asked Carlos if this would include employer contribution to the retirement fund and he indicated that those appropriations would be asked for separately. Carlos also met with the FS Governmental Relations committee and advised them to prepare information that explains the roles and responsibilities of a faculty member since legislators are of the opinion that faculty do not work full time and have summers off just like public school teachers. We discussed preparing a professional pamphlet that showcases us as staff and our jobs, that we do work year round, and the number of staff stressing that we work year round just like state public employees. Educating the legislators is important and we will do this collectively. HB 8 & 10 await the governor's signature, and once signed, low income residents/staff will get a rebate...follow up work that we will do is to prepare that information and get it out to staff.

We are also working on assembling contact names for our peer higher ed contacts statewide so that we can begin to present a united staff voice to Santa Fe. February 6 is UNM Day at the legislature and we are organizing a presence for staff that day.

d. Work+Life: Shelly Rael: The Advisory Board has been selected-11 members to include staff and faculty. This committee will advise VP Carkeek on W+L issues, who will, in turn, advise President Caldera on these issues. The board will serve as a liaison between this committee, the staff, the faculty and administration.

We have been working on Paid Time policy (3300) in Big Red. The policy has been reworded to reflect flexible work schedules and this has been moved up front in the policy; much of the "traditional work day wording" has been removed from the policy. Since there are no overt changes, the policy does not need to get admin approval and will come out to campus very soon. Since Big Red is now updated and maintained electronically, we have been able to include the link to the Manager's Guide to Alternative Work Arrangements.

(http://www.unm.edu/~hr/forms/files/mgr_alt_arr.pdf)

Next week is our second annual Work+Life Manager/Supervisor Award ceremony will take place 10/25 at the SUB at 3:00. Over 61 managers were nominated this year. Please join us! And then we are having a brown bag lunch/panel discussion 11/10, noon, in Santa Ana Rooms in the SUB. Work+Life=Dollars and Sense.

e. UNM Retiree Association: Mimi Swanson, liaison: Attended a meeting last month and retirees are working on the up coming open enrollment for Sr. Health Care plans and Medicare Part D. They are co-hosting Town Halls with HR on 11/1 and 11/2.

f. ASUNM: Mimi Swanson, liaison: Met with Brittany Yeager 2 weeks ago re student concerns and issues.

Students are concerned with the increase in student fees that happened this summer/+bonds issued and will be incrementally increased for 5 years and they are hoping it can be capped at that point. Tuition is another matter and they are against de-coupling of lottery scholarship. We will meet again to discuss mutual issues as we get closer to Budget Summit so we might partner with them.

8. Old Business:

a. Don Burge: Retiree liaison: last month the Rules and Elections Committee was asked to update our by-laws and add the UNM Retiree Association to our list of groups that we maintain a liaison with, therefore we propose that Article 3, section 4 "President's Duties" sub paragraph d, will include the retirees association and the end of the listing. This will lay on the table until our next regularly scheduled Council meeting,

b. Tom Rolland: Resolution 2005#5:ERA/PERA: This is still in committee and Tom states he is not sure when it will come back to the floor for consideration.

9. New Business: None: Guest speaker has not arrived, so agenda is moved on to Councilor Comments.

10. Councilor Comments:

Cindy Dean, P15: a constituent spoke to her about no longer being able to receive healthcare from Employee Occupational Health Services, which was so close to the Law School. Does anyone know the reason for this? After various personal experiences and thoughts are expressed, Susan Carkeek states that that they are trying to redirect their business to the appropriate place and their primary mission that is occupational health and work comp kinds of injuries. Their records are accessible by the employer-work related injuries information is available that way to admin and managers as they have a right to know the treatment plan, etc. When you go to a clinic like this for personal reasons, the university has no right to that personal information. So, while gracious to see you, it compromises their primary mission and makes it difficult for them to keep medical records, which they are required to do. They are gradually transitioning staff to where they belong-their primary care/insurance provider. These visits are billable and they cannot bill for co-pays, etc.

Lobo Care Clinic at Student Health is seeing staff quickly and if you call early in the day, most likely you can be seen that same day. They have only been open for 6 weeks and are already getting good customer feedback of satisfaction. They have a pharmacy right on site that is great as well. For uninsured folks who used to use EOHS as their primary provider, they are redirecting those persons to the UNM Care Program-the UH insurance program/treatment program for low income, uninsured people.

Ten-minute recess is called to wait for our guest speaker to arrive.

Meeting called back to order at 1:55.

11. Guest Speaker: Josh Kavanagh: Walker Parking Study: A brief history of the commission of this and other similar studies. This study is the first time we looked at parking and transportation together. We have chosen to accept this study and use it as a tool for feeding in to the master planning facilities process currently underway at Steve Beffort's office; there has always been a gap in facilities planning and parking planning.

We have accepted the study, copies delivered to AVP Beffort and we are in the area of limited implementation by parking and transportation services. We need to move forward and there are elements of this study not directly tied to our master plans-like a slight increase in parking fees. We had cost increases and needed to accommodate those.

We will need to look at funding for the master plan-both at the university level and our department level. Parking and transportation -if continued as an auxillary enterprise-funding is going to have to be generated out of the department. The facilities master plan adoption needs to be accomplished and then figure out how to fund it as well, and then we move on to full-scale implementation.

The heart of the study-looking at ALL university parking assets, all university parking operations, transportation, from continuing ed to athletics. The study focused on 3 areas: management, operations and finance. Management is currently shared by organizational units-continuing ed, athletics, real estate, UH and UNM. These are the major players. Walker found that each of these was effective within their own domain, but redundancy of services brings inefficiencies. We need to use our assets as efficiently as possible as the campus gets busier and busier. The inconsistencies amongst these various organizations cause confusion. There are perceptions of inequity, and customer confusion as to what system's bus just passed them by.

Operations central problem is space distribution. We have plenty of parking space, it is just not where we need it. Viewed as the system as a whole, we have 900 spaces in surplus, but in prime location but with a good internal transportation system that is a viable asset for us to use. As we grow as an institution, sufficiency will become an issue. Temporarily, P&T has addressed those shortfalls by borrowing spaces from athletics, UH by borrowing space at Lands West, across from Tingley Hospital/KNME-getting us by for now. In the eastern section of Zone M there is much construction and expansion, but parking dwindles over there. At the same time UH Lot 5 abutting that, big parking resource, but because of fragmentation of management is it being used in the best way possible?

Projected space loss due to construction 2400 space deficient by 2010, reflecting projected student growth as well as staff and faculty increases as well at the Pavilion; large transient parking demand related to patients parking too. At the same time, we have buildings going up on campus on areas that are current parking lots-all parking lots are future class/school buildings.

Finances: P&T operates as an auxillary enterprise and presently our fees are only sufficient to sustain operations and do not allow long term maintenance that has been set aside, contributions to plant funds, preparing for this future growth-this are not things we have been able to budget for. UH and other organizations that manage parking and these organizations do not have a match in place where revenues from parking =expenses from parking. They are not operating on an auxillary basis, therefore it is sort of absorbed-treated as a cost of doing business.

Management and recommendations: Walker recommends that P&T resources/responsibilities/services be consolidated to 1 unit; better service with sharing resources. In terms of Operations, clear recommendation to integrate UH/UNM transportation systems for optimum efficiency. Consolidate resources to allow customers to park at nearest available location; grouping Park & Ride customers by destination rather than unit or department and expand the scope of the P&T department to include bike, walking, public transportation support, and promotion.

The role of P&T Department needs to be about more than figuring what to do with people and cars once they get to the university. We are currently revising our mission statement as well as revising our strategic plan in order to rise to this challenge cast out by this study. Also, in operations, we need to build some more parking...building up vs. building out is the way to go.

We need to explore alternative funding models-do we need to look at additional grant revenues? Blanket fees so fee for service is a little bit lower and the costs are shared across the population? Present revenue streams-fees from permits, event services and fines both need to be increase to fully fund expansion including maintenance and operations of our existing facilities and of new ones that will be built.

In summary:

1. Consolidate management functions.
2. Integrate planning process.
3. Change pricing philosophy

Call for questions:

Patty Sanchez: Does P&T receive funding from campus/student fees? NO-totally self-sufficient.

Steve Borbas: What is the reality of consolidation? Some roadblocks, none are insurmountable.

Steve Borbas: How do our parking fees compare with peers? We are below the means in every area

Unknown questioner: What about alternative travel? Looking at the rail project now and we will develop a ride match program/Transportation Demand Management (TDM) bikes, vans, walking and public transport.

Barbara Bryon Gabaldon: Did the study look at how people move on campus-like bikes and walking? Regents repealed the dismount bike zones so entire campus is now a bike path. Study did not request campus-way-finding data.

Mimi Swanson: Will there be incentives for adoption of alternative transportation? Too early to say yet. Looking at a model-but this type of program usually includes an incentive of some sort.

Mimi Swanson: Did I hear you are working on solar powered skateboard? Yes, and a natural gas powered one as well.

Mimi Swanson: Given the collective knowledge of operational and management integration participants will you be able to participate-as a partner- in policy decisions regarding such things as telecommuting, alternative work arrangements to keep fewer cars on campus? Josh states that they can certainly assist with those policies and can inform on those policies and will share our expertise and let our voice be heard.

Tom Rolland: Are there some security issues with cars being stolen from south lots? Security of campus is the charge of campus police and to assist them, they contract security and this is not cheap-they do the best to target placement. We are looking at the new RFP for security and a few things came up and this will help us improve the effectiveness and efficiency of those patrols. It is not perfect, but that many cars on campus, that many hours, we are doing pretty well. But we can set the bar higher.

In closing, Josh introduces Reuben De La Garza who did the projections for permits this year and did an excellent job of calling it correctly so overselling lots is not an issue. This study will be on the P&T website soon.

Speaker Swanson introduces Dupuy Bateman and Clovis Acosta who joined us for Josh's presentation.

12. 2:30 Motion to adjourn called by Don Burge; seconded and the motion passes.