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Staff Council Meeting, 7/26/2012

UNM Staff Council

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University of New Mexico

STAFF COUNCIL MEETING

July 26, 2012

SUB, Ballrooms

Members Present: Elisha Allen, Emily Arzate, Carol Bernhard, Anne Burtnett, Kenneth Carpenter, Bob Christner, Mary Clark, Renee Delgado-Riley, Theresa Everling, Janisha Garcia, Lisa Gilmore, Carolyn Hartley, Gene Henley, Ana Parra Lombard, David Luna, Cindy Mason, Suzanne McConaghy, Linda McCormick, Shannon McCoy-Hayes, Marie McGhee, Kathy McKinstry, Amie Ortiz, Mark Reynolds, Ann Rickard, Candy Romero, Carla Sakiestewa, Michael Snyder, Marie St Claire, Gina Urias-Sandoval, Chelsea Beth Walker, Justin Walters, Daniel Weems, Tracy Wenzl and James Wernicke.

Members Excused: Marjorie Crow, Mike Gatchell, Traci Jastrzemski, Karen Kinsman, Lee McGhee, Frances Rico, Joni Roberts, Andrea Rodgers, and Kathy Turner.

Members Absent: Rhonda Bofman, Natalie Bruner, Michael Chavez-Kerr, James Clayton, Nancy Gettings, Danielle Gilliam, Richard Goshorn, Veronica Griego, Juan Larranaga, Karen Mann, Andra McClung, Debbie Ruiz, and Bridgette Wagner-Jones.

Parliamentarian: Adam Hathaway, Professional Registered Parliamentarian.

Call to Order: at 9:05 a.m. by Speaker Tracy Wenzl.

Agenda, approved.

New Business: President Clark moved to approve the adoption of SC2012 Resolution #3 (Attached). After a brief discussion, Councilor Burtnett moved to call the previous question. This was approved by the Council and the discussion was closed. The Council approved the adoption of SC2012 Resolution #3.

Meeting adjourned at 9:12 a.m.

Minutes submitted by Kathy Meadows, Administrative Officer, Staff Council Office.



UNM Staff Council 2012 Resolution #3

Name: Support for Proposed Changes to UBPP Policy #1150 – Staff Council

Author: Mary Clark and Gene Henley, on behalf of the Executive Committee

Presented to Staff Council on July 26, 2012

Council Action: **APPROVED**

1. WHEREAS, Staff Council was created by a Board of Regents mandate in 1990 at the request of President Gerald May to address low staff morale and a lack of staff input into University policies; and
2. WHEREAS, the University's commitment to a greater participatory role for Staff Council in shared governance and input in decision making is recognized and appreciated by the entire University community; and
3. WHEREAS, Staff Councilors are a part of the governing structure of the University by raising the awareness of the importance of the contributions of staff and best practices in representing their constituents; and
4. WHEREAS, participation in Staff Council promotes professional development of staff, engaging its members by providing a voice in addressing critical issues such as student success, campus environment, career development, and benefits; and
5. WHEREAS, some Staff Councilors elected to the body have not been allowed to participate in Staff Council sponsored meetings, activities and events or have been required to take personal leave to fulfill their duties as Councilors; and
6. WHEREAS, some staff have not been allowed to participate in Staff Council committees, activities or events; and
7. WHEREAS, the proposed changes to UBPP 1150 recognize and promote staff involvement in Staff Council and University governance as a valuable participant in the development of policy and advisement on issues affecting staff; and
8. WHEREAS, in order to fulfill a Staff Councilor's oath as a representative to staff, Staff Council meetings, activities and events should be available for all staff to attend; and
9. WHEREAS, this endorsement of Staff Council and its activities through the amendments to the University Business Policy and Procedure 1150 "Staff Council", is a step in providing a platform for Staff Council's voice in shared governance; and
10. WHEREAS, Staff Council wholeheartedly supports these amendments on behalf of all staff and appreciates the support of President Robert Frank and Executive Vice President David Harris;
11. THEREFORE BE IT RESOLVED, that the Staff Council enthusiastically endorses the proposed changes to the University of New Mexico Business Policy and Procedure 1150 "Staff Council".
12. Copies of this Resolution shall be sent to the Board of Regents, Robert Frank, President of UNM, Paul B. Roth, Chancellor for Health Sciences Center, Dean, School of Medicine, David Harris, Executive Vice President of Administration, Helen Gonzales, Vice President of Human Resources, and Pamina Deutsch, Manager, University Policy Office.

Attachment 1: UBPP 1150 "Staff Council" with proposed changes in red.

Attachment 1: UBPP 1150 “Staff Council” with proposed changes in red.

5. Release Time

The University recognizes that service on the Staff Council and on Staff Council committees will take employees away from their work for brief periods of time. **The University also recognizes that attendance at monthly Staff Council meetings is an important way for employees to connect with and engage their representatives and constituents.** To accommodate both the employees and their work areas, the following guidelines are established for granting release time to employees to work on Staff Council business, **and for employees who wish to attend Staff Council meetings.** The release times may not be accrued or used in conjunction with any other time off, such as compensatory time off or annual leave, and are not cumulative from one position to another. These guidelines should be prorated for part-time employees.

- Employees serving on the Staff Council or as chairs of Staff Council committees will be given release time of three (3) hours a week.
- Employees serving on Staff Council committees, but who are not elected members of the Staff Council, will be given release time of two (2) hours a week.
- Employees who are elected to serve on the Staff Council Executive Committee will be given release time of five (5) hours a week.
- Because of the much greater demands on their time, the president-elect and the Speaker of the Staff Council will be given release time of up to eight (8) hours a week, and the president of the Staff Council will be given release time of up to ten (10) hours a week.
- **Employees who wish to attend monthly Staff Council meetings will be given release time of two (2) hours a month.**
- **Employees who wish to attend a Staff Council special event will be given up to three (3) hours a month to do so.**

~~The release times mentioned above are the average for a given week over the period of a month.~~ It is recognized that in some weeks the demands of service **and the workplace** may be greater than is required in other weeks, and **both employees and** supervisors are encouraged to make provisions for these instances **consistent with the exceptions noted in Sec. 5.1.**

5.1. Exceptions to Release Time

Employees serving or attending meetings of Staff Council in any of the capacities **noted** in **Section 5.** herein, along with their supervisors, recognize that there will be rare occasions when the demands of their workplace are such that they may not be able to physically attend Staff Council or committee meetings.