

8-11-2010

Staff Council Career Development Committee Meeting, 8/11/2010

UNM Staff Council

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Staff Council Standing Committee Minutes



Committee Name: Career Development Committee

Regularly Scheduled Meeting time: 2nd Wednesday of each month, noon to 1:00 p.m. (as of August, the meetings will be held on the 4th Wednesday of each month, resulting in two meetings for August 2010)

Meeting Date and Place: Wednesday, August 11, 2010; Faculty Staff Club

Members Present: Marsha Baumeister, Judy Kay, Penny Hogan, Joyce Krantman, Barbara Shortman, Suzanne McConaghy

Members Excused: Kay Jantz

Members Absent: Natalie Bruner, Marian Chavez, Jennifer Flores, Rick Goshorn, Christina Maris

Guests Present: Veronica Gonzales

Minutes submitted by: Suzanne McConaghy

	Subject	Notes	Follow-Up
	Meeting called to order at 12:00 noon		
1	Introductions and welcome to new committee member Veronica Gonzales		Veronica, please provide phone #, email address, and department so you can be added to the Committee Roster.
2	7-29-10 meeting between HR representatives and CDC members after the Pancake B'fast.	<p>Joyce, Marsha, Penny, and Barbara reported on the discussion. Helen Gonzales, Ed Baker, and Denise Montoya were present from HR; Carol Stephens from the Policy Office was also in attendance. HR proposed that staff members may have 2 Career Ladders in a row, then one competitive hire, then another 2 CL's, etc. The CDC members present felt that HR considers this a compromise with our committee. The CDC acknowledges that this effectively would allow an unlimited number of CL's per staff member (with stipulations) as a procedure. HR acknowledged that procedures should be more transparent and that the supporting documents should be updated.</p> <p>HR mentioned taking the term "directorship" out of the language of Career Ladders. "Directorship" was originally thought to be the VP level but "is now being considered to be much smaller" (quote from Ed Baker).</p> <p>HR is aware of need for mgmt training in general, and specifically with regard to career development. Jewel Washington, Mgr of EOD, is working on an orientation for managers. The goal is eventual mandatory training for managers that will include career development.</p>	The CDC will present Resolution #4 as revised today at the Aug. 17 SC meeting.
3	HR requests the CDC to assist in putting together FAQ's re Career Ladders	HR made this request of the CDC at the 7/29 meeting, and the CDC agreed.	Marsha will address this in the SC meeting's CDC report and ask councilors to contact their constituents for input on questions. These can then be forwarded to the CDC for compilation.
4	Councilor Comments and CDC discussion re Resolution #4	Jon Price, Elisha Allen, T. Davis, Shannon McCoy-Hayes, and Linda McCormick sent comments regarding the resolution. The committee revised and updated the resolution.	Recorder will send revised resolution to SC with request to send it out to Councilors and to ask councilors to print it for the meeting. (Done 8/11)
6	General Discussion	1-Joyce noted that JAQ's were no longer listed on HR's	1. Marsha to contact Ed Baker to ask

	website 2 weeks ago...perhaps this term has been replaced by the term "reclassification"? 2-Barbara made the point that some managers/supervisors are confused about the difference between a "Freeze" and a "Pause". In a "Pause", promotions can be made even without an increase in pay. Career Ladders and reclassifications are occurring under all 3 EVP divisions.	about this.
7	Agenda for next meeting	Please send future agenda items to Marsha or Suzanne
8	Attachment	Following the minutes is CDC's SC Resolution #4
Next Meeting: Wednesday, August 25, 2010, same place, same time. Meeting Adjourned at 1:00 p.m.		

Career Development Committee Staff Council Resolution 2010-#4
Present to Staff Council: Tuesday, August 17, 2010
Action of the Council: _____

1. Whereas, neither the current Career Development Policy of the University of New Mexico nor the proposed 2010 revision to this policy contains any reference to a limit on the number of Career Ladders a staff person may have during their career at UNM, and
2. Whereas, there is **in fact** a two ladder limit as described in Item 14 under the Compensation Guidelines on UNM's Human Resources website (<http://hr.unm.edu/compensation/guidelines.php#vertical-career-ladders>), where, as a guideline, it is subject to revision without notice, and
3. Whereas, staff (including supervisors and managers) may not be aware of this limit because it is not written into policy, and
4. Whereas, this practice affects **all** departments of the University, superseding departmental practices, and
5. Whereas, the current guideline of two Career Ladders "per directorate" is detrimental to the University's operations because this practice discounts institutional memory (tribal knowledge) and limits staff in their careers where their experience would be most beneficial, and
6. Whereas, in the interest of transparency, limits to an employee's ability to advance his/her career at UNM should be written in policy in order that these limits be submitted to the University community for comment and Administrative approval, and
7. Whereas, the Board of Regents Policy Manual states in Section 6.2 Hiring, Promotion and Transfer that, "Subject to the University's policy on underutilization: employees of the University shall be given preference for promotion or transfer over outside applicants...", and
8. Whereas, UNM employees' ability to advance their career without changing departments **should not** be hindered by an arbitrary limit on Career Ladders,
9. **Therefore, be it resolved that Staff Council respectfully requests that University of New Mexico Policy 3260: Career Development be revised to allow unlimited Career Ladders for UNM Staff members, where applicable.**
10. Be it also resolved that all corresponding guidelines and supporting documents (such as the Manager's Eligibility Checklist for Career Ladders) be revised to support unlimited Career Ladders within the Career Development Policy, and
11. Be it further resolved that copies of this resolution, when passed, should be forwarded to:

- David J. Schmidly, President, UNM
- Carol Stephens, University Policy & Administration Planning Director--UNM Policy Office
- Helen Gonzales, VP, Human Resources, UNM
- Richard Wood, President, Faculty Senate
- Vera Norwood, Co-Chair, Faculty Staff Benefits Committee, and
- Staff Council's Staff List Serve