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Staff Council Employee Life Committee Meeting, 3/7/2013

UNM Staff Council

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EMPLOYEE LIFE COMMITTEE MEETING MINUTES:3/7/2013

Mission Statement: “The Employee Life Committee will serve as advocates for equitable staff compensation, career development and mentoring, employee wellness, and policy review.”

- Review and approve meeting notes from 2/7/2013 meeting
- Annual Management Award Ceremony
 - Fill out the Staff Recognition and Awards

-Objective: Describe the program’s objective.

Honor and recognize good managers and supervisors.

-Eligibility: Identify the approximate number of individuals eligible for nomination (as the value of proposed awards increases the number of employees eligible for the awards should also increase).

There will be 3 awards given

-Type and Quantity of Awards: Identify the type of award, include quantity and value.

The awards given will consist of a framed certificate as well as a \$100 award for each winner.

-Source of Funds: Categorize separately the budget allotted for the awards and the budget allotted for the ceremony. Indicate all anticipated expenditures associated with the event. Please work with the appropriate unrestricted accounting office to predetermine allowability of award within selected source of funding. Identify the index that will fund this program.

The funding for this award will come from the Staff Council Committee.

-Criteria, Nomination, and Evaluation Process: Describe the criteria, nomination, and participation process.

Nominations will be accepted from any individual who wishes to recognize a manager/supervisor, even if it is not their own. The manger/supervisor must be a full time employee who is not under their probationary period. An ad-hoc evaluation committee will be established.

Promotion of the Program: Describe the process used to promote the program, request nominations, and recognize award recipients.

Flyers, email, UNMNews and the HR new letter will be used to promotion this award and recognize award recipients.

Nomination requests will be accepted thru campus mail and electronically/email by use of an word or google on-line document sent to Staff Council personal.

-Selection Process: Describe the selection process (must include representation from all levels in the organizations including staff, leads, supervisors, and managers). Describe the selection process including any relevant metrics and weighting.

The same evaluation criteria/format that is used for PAWS will also be used for this award as well.

We will also include the following criteria:

Supervisor's who demonstrate an on-going commitment to creating a conducive environment in the following areas:

- a) work+life
- b) professional growth
- c) career development
- d) family and health
- e) work place harmony
- f) mentoring/coaching

-Award Decision: Identify the criteria upon which award decisions will be made.

Note: The department administering the program should keep records on the decision making process including the rationale for final determination.

Same as PAWS

-Ceremony: Identify the type of recognition ceremony and estimated costs associated with the ceremony.

Winners will be recognized at the isotope game during SAM month in July by given the opportunity to throw the first pitch, be named on the big screen at the game and a personal thank you by a distinguished UNM personal, Dr. President Frank. Estimated cost will be....

- Employee Retirement Board (ERB)

A. Ortiz provided an overview of ERB

-Emily and Terry's meeting with Staff Council President-Elect Gene Henley key

points:

-There was a group of stakeholders from around the state of New Mexico who met during 2012. The stakeholders represented all areas of education from faculty, staff, administration, janitors, etc. There were at least (4) members from UNM that were on this committee.

-The committee worked with House Representative Mimi Stewart and State Senator Stuart Ingle to come up with legislation that would be presented during the 2013 Legislative Session. The legislation is reflected in House Bill 64 (passed) and Senate Bill 115 (awaiting passage within the next 2 to 3 days).

-According to Gene, the bills were something that the committee felt everyone

could 'live with'. No one from the committee is 'in love with' the solution. The conclusions are painful yet necessary if the ERB is to remain solvent.

-RECOMMENDATIONS: if you are interested in having your voice heard on this matter, please educate yourself by reading the bills...then contact your legislator to express your opinion:

Proposed Bills:

HB 64: <http://www.nmlegis.gov/lcs/session.aspx?chamber=H&legtype=B&legno=64&year=13>

SB 115: <http://www.nmlegis.gov/lcs/session.aspx?chamber=S&legtype=B&legno=115&year=13>

To contact your Legislators-Lookup Link:

<http://www.nmlegis.gov/lcs/legislatorsearch.aspx>

-This is a very *complicated* issue, but the bottom line we all have to ask ourselves is whether or not we want to have a pension plan when we retire.

- Cat Leave Letter was sent by SC Exec Committee on Monday, March 4th; deadline to send response to Staff Council is April 30, 2012.

-the wording of the letter states 2008-2012 which could result in data for that specified time not the specific years.

Thank you for your participation!!

NEXT MEETING: Thursday, April 4th at Noon to 1:00 p.m., Faculty/Staff Club