

NMSU Employee Council
Employee Council Meeting Minutes
April 12, 2018
Milton Hall Rm. 85 at 2:30PM

Members Present In Person: Kim Albright, Adam Cavotta, Jennifer Chandler, Monica Dunivan, Anne Hubbell, Samantha Lish, Keith Mandabach, Karina Pirtle, Dario Silva Ex Officio: Eva Hernandez

Members Present Online: Tim Darden, Tammy Chaffee, Sonia White, Julie Correa, Sam Smallidge

Alternates Present In Person: Milen Bartnick, Marisela Marquez, Letty Gallegos, Vandeen McKenzie, Denise Rodriguez-Strawn

Alternates Present Online: Juanita Garcia

Guests: Armando Molina, HR; Sandy Katayanagi, Dean Jasek, Lauri Millot

Guests Online: Marci, Carolyn, Tiffany, Stela, Olga

1. Call to order – meeting was called to order at 2:34
2. Welcome to members and guests
3. Approval of March minutes – Kim motioned to approve the minutes, 2nd by Anne, approved
4. Green Dot Information Presentation
Dean Jasek and Lauri Millot had a Powerpoint presentation on a program that will be rolling out this August. The program is in conjunction with the It's On Us campaign and the SAFE Act. The program will encourage and train people to take action when they see a situation. Trainers were brought to train NMSU folks that will in turn train others here on campus. They have already implemented an advisory group and all the trainers are in place as well as the assessment piece. The presentation included information about what the program involves and the upcoming rollout to the campus. Dean Jasek and Ms. Millot wanted Emp Council to be informed and to raise awareness for the upcoming training and events surrounding this program.
5. Benefits updates – Armando Molina
1 update: FY19 health insurance premium increase will be 4% for medical and dental and be effective July 1, 2018. Co-pay and deductible changes will come in January 2019. Dario asked why they had stopped the dental, vision and hearing coverage for retirees. This had happened some time ago. Monica said that the item could come back up for discussion through the insurance committees.
6. Founders Day Update, April 20, 2018, (Adam)
The committee is making good progress. Adam asked for volunteers for the day of the event to help direct people and if they could get there at 10:30. Dr. William Clark will be honored as the Aggie Legend. We will be honoring Chancellor Carruthers as well. We may have community

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members attending. The A Mountain award committee has lost one of its members and Adam asked for a volunteer to help review the nominations by the end of business tomorrow. There are 7 nominees. The nominees will receive some acknowledgement of their nomination. Anne Hubbell volunteered. Monica mentioned that parking near the Business Complex has changed and that we need to get information out about that. Monica will follow-up with facilities about a trolley pick-up area.

7. Fringe/Insurance Nominees (Adam)

Insurance has one spot and 7 nominees. Nominees were: Michael Smith, Jessalyn Ratliffe, Julie Cadena, Carolina Mijares, Rebecca Nezzar and Karla Volpi. A vote by secret ballot was conducted and Julie Cadena was elected.

There are 4 spots for the Fringe Committee and 4 nominees. Nominees are: Jessalyn Ratliffe, Julie Cadena, Carolina Mijares and Rebecca Nezzar. Adam moved to approve all 4 by acclamation, Milen seconded and it was approved.

There was nothing to report on the change to tuition being used with the Lottery Scholarship.

8. Employee Forum for Chancellor visits (Adam)

Adam gave an update on the search for the Chancellor.

- 5 candidates have been announced for visits, but there is no schedule yet for any of them.
- There will be forums for faculty, employees and students. Tara Young with the Graduate Student Council has also been contacted.
- The format for the forums will be a brief introduction of the candidate, a Q&A with standard questions for all candidates, and open Q&A and time for the audience to share things about NMSU with the candidate. The forums will be 45 minutes long and will be webcast.
- Adam asked for help in generating the standard questions for the candidates.
- Anne wanted to make sure the introduction was short to leave time for Q&A.
- Adam encouraged everyone to do their own research on the candidates.
- Monica asked everyone to email her their questions in order of importance by April 16 at 5pm.
- Adam read an email from the Diversity Council to the Board of Regents asking for time to meet with the candidates and wondered if Emp. Council could integrate the some diversity questions in with our questions.
- Anne asked if even 30 minutes could be allotted to the Diversity Council since the topic is so important at our campus.
- Keith gave some of the history of the Diversity Council.

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- There was more discussion about the type of diversity questions that would elicit a good response from a candidate that would give us insight and information. Also possibly using the diversity questions to open the Open Forums.
- Denise outlined how the College of Education uses their Diversity Council in the interview process for applicants in the college.
- There was more discussion about having a small group from Diversity Council meeting with the candidates and the pros and cons of a smaller meeting versus an open forum.
- Kim mentioned that folks from the Diversity Council attend as many of the forums as possible and then make sure they provided feedback on the candidates.
- Anne proposed that EC's response be that if possible that the time be found to meet with the Diversity Council and also give the candidates an opportunity to ask the Diversity Council questions.
- Anne motioned that the EC would support the Diversity Council with the Chancellor candidates as part of their visit. There was no second and the motion died. Adam made a motion that would say the EC supports the Diversity Council have an opportunity to have their voice heard during any public meeting. Adam's motion was seconded, the motion was carried. The EC will send a message to the BOR in that regard.

9. Announcements

Sign-up for EC shirts if you have not already ordered one.

Adam wanted to thank whoever put the announcement for National Student Employee Appreciation Week notice in the Hotline. It was Vandeen in Financial Aid. It was meant to go out in the Hotline earlier, but was not posted. Emails were also sent directly to student-employee supervisors. It is also National Telecommunicator Week – so thank a dispatcher!

10. Committee Reports

Monica Dunivan – BOR (04/06/2018 & 04/09/2018) and UAC

Meeting on 4/6 – Approved the budget guidelines, tuition and fee increase and a 2% merit increase for exempt administration and faculty. As well as \$1000 to non-exempt for employees at less than \$50,000. Effective July 1, 2018. There still needs to be some clarification from BOR regarding effective date. Dario asked about how the merit would work. Monica said that there is a lot of conversation around this topic. She added that some administrators have asked for the EC to weigh in on this process with the BOR. The BOR is investigating how other New Mexico institutions are implementing this. UNM is apparently giving a 1% across the board, a 2% merit and an additional 2% for above and beyond evaluation. Monica and Adam have discussed raising another proposal. Dario brought up the impact on morale and the effect on his department of losing employees due to low salaries. Also, the \$1000 to non-exempt could have a negative impact on exempt employees' salaries (deflating). Milen asked why exempt employees earning less than \$50,000 couldn't get the \$1000 for their base as well. There was

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more discussion about what the EC wanted to communicate to the BOR. EC decided we would send a memo to the BoR stating our new proposal of all employees making under \$50k receive \$1000.00 and all others receive a 2% per merit.

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Send reports by Friday, April 13, 2018

11. Adjournment

Next Meeting: Thursday, May 10, 2018.